

CLINTON POLICE DEPARTMENT
REQUEST AND AGREEMENT FOR OUTSIDE POLICE SERVICES
FAX 860-669-7871

The _____ of
(Individual, organization, corporation, company)

Address: _____

Requests (**circle**) the following police services: **Traffic Control** **Crowd Control** **Security**

Date of Event: _____ Starting Time: _____ Finishing Time: _____

Type of event: _____

Location: _____

Of Officers: _____ # Of Patrol Vehicles: _____ anticipated attendance: _____

I/we understand and agree to the following:

- a. Fee will be charged for a minimum of four hours at a rate of **Time and a Half** on regular days (\$61.49) and **Double Time** on holidays (\$81.98). The holidays are as follows: New Year's Day, Martin Luther King Day, President's Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, Christmas Day, July 4th, Labor Day, Memorial Day, Easter Sunday, Columbus Day, the employee's birthday.
- b. If a patrol vehicle is requested there will be an additional charge of \$15 per hour per vehicle. (If available)
- c. There will be an Administrative Surcharge of 15%.
- d. Payment for such fees will be made within thirty (30) days of billing. The Town of Clinton reserves the right to recover from the requesting entity all costs of collection of any unpaid bill, including reasonable attorney fee(s).
- e. There shall be a minimum of **four-hour cancellation notice** on all outside duty jobs otherwise the four (4) hour minimum payment will apply.
- f. To request an officer, contact the front desk at 860-669-0451 and ask to speak with either the Administrative Captain or the On-Duty Supervisor in regards to an outside contractor job.

Bill To: _____

Address: _____

Requested By: _____ Contact Number: _____

Email Address: _____

Date/Time of Request: _____