



OFF DUTY POLICE OFFICER REQUEST FORM

INDIVIDUALS RENTING THE RECREATION BUILDING AFTER 9:00 P.M. ARE REQUIRED TO HAVE AN OFF DUTY POLICE OFFICER ON THE PREMISES.

THE CHARGE IS \$150.00 (\$45 OFFICER \$5 CAR) PER HOUR FOR A 3 HOUR TIME FRAME.

DATE NEEDED: _____

TIMES NEEDED: _____

TYPE OF EVENT: _____

CONTACT INFORMATION FOR PERSON RENTING BUILDING:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____

ZIP: _____ PHONE: _____

AMOUNT DUE: \$ 150.00

DATE PAID: _____

EMPLOYEE SIGNATURE: _____

MUST BE PAID AT LEAST 1 WEEK PRIOR TO DATE OF RENTAL.