



Cape Coral Police Department Off-Duty Detail Assignment



Fee Schedule Permit/Application

Thank you for inquiring about the availability of Off-Duty officers for security services or other related functions. The following represents the hourly rates associated with this service:

Vendor Hourly Rate	Category
\$44.00	Officer
\$54.06	Sergeant
\$66.50	Holiday*
\$66.50	Emergency**

These fees are for regular contracted off-duty assignments. The minimum charge is 3 hours.

Notification of a detail 2 business days or less will be charged the EMERGENCY RATE.

*** Due to the implementation of Body Worn Cameras (BWC) and the requirement of Officers wearing them while working off-duty details, an additional .5 (1/2) hour will be added to each officer requested. This cost covers the necessity of the officer to report to the PD prior to and following the detail for BWC related functions. ***

Payment is due prior to the assignment in the form of a Cashier's Check or Money Order made payable to the City of Cape Coral Police Department. No Personal Checks will be accepted.

PERMIT CANCELLATION

The Cape Coral Police Department reserves the right to cancel a permit assignment at any time. The vendor may cancel a permit assignment by contacting the Detail Assignment Coordinator at least 24 hours in advance of the date and time of the permit assignment. **Notice less the 24 hours may be subject to the minimum 3-hour payment per officer.**

STATUS OF OFFICERS PERFORMING WORK PERMIT ASSIGNMENTS

Police officers performing work permit assignments under the terms of a permit shall be deemed to be on duty. Thus, their principal responsibility will be to the Cape Coral Police Department and citizens of the community. Work permit assignments may be terminated at any time in the interest of the Police Department and citizens of the community.

STAFFING PROVISIONS

All permit assignment applications will be reviewed. If staffing needs are determined to be insufficient or overstaffed the police supervisor in charge shall have the discretion to increase or reduce dedicated staffing. Any difference in costs shall be borne by the Vendor. If a work permit assignment requires 4 or more officers or if the opinion of Special Operations is needed, a supervisor shall be assigned as officer in charge of the permit assignment.

SIGNATURE OF APPLICANT

DATE

CAPE CORAL POLICE DEPARTMENT

(To be completed by applicant)

BUSINESS VENDOR NAME: _____

BUSINESS MAIN CONTACT PERSON: _____

ADDRESS: _____

PHONE(S) #: _____

EMAIL ADDRESS: _____

BILLING ADDRESS: _____

SERVICE LOCATION: _____

PERMIT SERVICE DATE(S): _____

PERMIT DAY OF THE WEEK: (Please circle)

SUNDAY MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

HOURS: FROM: _____ A.M./P.M. TO: _____ A.M./P.M.

(Please be very specific; days/nights, dates times, length of contract, etc.)

NUMBER OF OFFICER(S): _____ **NUMBER OF SERGEANT(S):** _____

DESCRIPTION OF SERVICE: _____

NAME AND PHONE NUMBER OF MAIN CONTACT FOR OFFICERS TO REPORT TO

DURING EVENT:

NAME: _____

PHONE: _____

(To be completed by Applicant)

I, _____, as an authorized representative of _____, hereby acknowledge that I have read and understand the attached fee schedule and conditions which I have signed and dated as part of this application, and I further agree that _____ will abide by and be subject to these conditions in all respects if a permit is issued as a result of this application.

In addition, _____, through its authorized representative, hereby agrees to hold harmless and indemnify the City of Cape Coral and its employees from any and all claims, or lawsuits, injuries or damages suffered by _____ or its employees, customers, patrons or invitees during the term of any permit that is issued as a result of this application.

• **Signature of Authorized Representative**

• **Print Name of Authorized Representative**

***HOLIDAY RATE DATES:** Thanksgiving (from 0700 Thurs to 0700 Mon) Christmas (from 1800 12/24 to 0000 12/26) New Year's (from 1800 12/31 to 2359 1/1) Easter (from 0700 Sun to 0700 Mon)

** If a detail runs 2 or more hours longer than originally requested, the first hour will be charged at the regular rate and the second hour and beyond will be charged the Emergency rate.

Inquiries may be directed to: Collette Haenes, Detail Assignment Coordinator (DAC)
Phone: (239) 574-0654 or Fax: (239) 242-5367
Email: chaenes@capecoral.net

PERMIT

(To be completed by the Cape Coral Police Department)

The above application for permit is hereby accepted and granted. The application together with the attached fee schedule and conditions are accepted and constitute the terms and conditions of this permit.

The above application for permit is hereby denied:

Denied Signature Rank Date