

Permit Number _____

**Palatka Police Department
Employer Application to Hire
Off-Duty (Extra Duty) Police Officers**

Date: _____ Applicant or Business Name: _____

Telephone: _____ Fax: _____ Email: _____

Business Address: _____

Mailing Address: _____

Name of Authorized Agent: _____
Last First MI

Identification Provided: _____
Drivers License, etc.

Telephone: 1. _____ 2. _____ Email: _____

Location of Event or Detail _____

On-site Contact: _____

Period of Employment: Beginning Date: _____ Ending Date: _____

Type of Event: Party ___ Security ___ Traffic Safety ___ Other Event (specify) _____
(Describe Event _____)

Anticipated Attendance: _____ Adults ___ Juveniles ___ **Alcohol Served:** Yes ___ No ___

Days to be worked: _____

Hours to be worked: From: _____ To: _____ From: _____ To: _____

Number of Officers Requested: _____

Other Police Equipment Requested: _____
Police vehicle, Bicycles, etc.

Payment to officers: Amount _____ an hour Schedule: _____
Weekly, bi-weekly, monthly

Payment of Admin. Fees: Amount _____ an hour Schedule: _____

THIS PERMIT MAY BE CANCELLED BY THE CHIEF OF POLICE OF THE PALATKA POLICE DEPARTMENT, OR AGENT, AT ANY TIME WITH OR WITHOUT CAUSE: ALL PERMANENT PERMITS WILL BE REVIEWED ANNUALLY. I HAVE READ AND UNDERSTAND THE CONDITIONS OF EMPLOYMENT AND WILL ACT IN FULL COMPLIANCE.

Name of Applicant

Witness

Signature of Applicant

Date

Approval

Staff Approval _____ **Chief of Police** _____