

# PALM BEACH COUNTY SHERIFF'S OFFICE

RIC L. BRADSHAW, SHERIFF



The Sheriff's Office provides the opportunity for private citizens to contract additional law enforcement services with off-duty Deputies or Community Service Aides via the Extra Duty Permits Office. These services may include traffic control, crowd control, uniform security assignments, and other special events for a private or public employer, as approved and authorized by the Sheriff.

All Extra-Duty Permits will be conducted and governed by all applicable Florida State Statutes (FSS), PBC Ordinances, Sheriff's Office General Orders, or other items as identified. It is understood that this is a non-binding agreement on the Sheriff's Office as ***there is no guarantee that the requested Extra-Duty Permit will be staffed.*** Every effort will be made to provide staffing for your event. If your Extra-Duty Permit is not staffed, we will attempt to contact you. However, you must contact the Extra-Duty Permits Office at the telephone numbers below during normal business hours (Monday-Friday) twenty-four (24) hours prior to your event for confirmation of staffing or cancellation.

In an attempt to fulfill your request, please complete the application and return via U.S. Mail or fax no less than seven (7) working days prior to the scheduled event. Incomplete applications or applications received with less than seven (7) working days may adversely effect the Sheriff's Office attempts to fulfill the request. There is a three (3) hour minimum required for all Extra-Duty Permits.

***\*Florida State Statute 30.2905 & 30.51 requires payment be received prior to any Extra-Duty Law Enforcement being performed.***

<b>Hourly Rates (minimum of 3 hours):</b>			<b>Payment mailed to:</b>
<b>Regular</b>	<b>Premium</b>		Checks / Money Orders made payable to: Palm Beach County Sheriff's Office P.O. Box 24681 West Palm Beach, FL. 33416-4681
\$ 42.00	\$ 57.00	Deputy Sheriff	
\$ 49.00	\$ 64.00	Supervisor	
\$ 55.00	\$ 70.00	OIC/Special Events Coordinator	

Premium Dates include: New Year's Eve & Day, Super Bowl Sunday, Easter, Memorial Day, Independence Day, Labor Day, Halloween, Thanksgiving Day, and Christmas Eve & Day

### Applicant Information

Business Name: \_\_\_\_\_ Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Person at Event: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address of Event: \_\_\_\_\_

Type of Event: \_\_\_\_\_ # attending: \_\_\_\_\_ Will alcohol be served: \_\_\_\_\_

Detail Date from: \_\_\_\_\_ to \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Deputy's duties will include: \_\_\_\_\_

How many deputies are required?: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

### Law Enforcement Review & Approval

Date Application Received: \_\_\_\_\_ Date Payment Received \_\_\_\_\_

Initial Review by: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Comments: \_\_\_\_\_

Final Approval by: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Permit Processed by: \_\_\_\_\_ Date Permit Processed: \_\_\_\_\_