

27

**BATH POLICE DEPARTMENT
REQUEST FOR SPECIAL POLICE SERVICES**

Date & Time _____

Name of Person Requesting Services: _____

Date of Function: _____

Type of Function (Dance, Traffic, Etc.): _____

Location of Function: _____

Sponsoring Organization: _____

Number of Officers Requested: _____

Start/Finish Times: _____

Individual or Organization to be billed: _____

Phone: _____

Officer Taking Request: _____

Officer(s) Assigned: _____

Approved: _____

Disapproved: _____

**** Requests for Special Police Services are billed for a minimum time of four (4) hours regardless of the actual time of the job/event. The hourly rate for jobs/events is \$45 per hour, plus a 25% administration fee (\$56.25). Jobs/events cancelled without prior notice or cancelled within twelve (12) hours of the event start time will be billed as though the officer was present and the requested service was provided. Detail requests that are deemed to be last minute in nature (24 hours or less notice) shall be subject to a rate of \$50 dollars per hour plus a 25% administrative fee (\$62.50)**