APPLICATION FOR EXTRA DUTY EMPLOYMENT REQUEST

Completion of this application is required to employ the extra-duty services of Police Officer(s). The requested number of Police Officers shall provide police duties in addition to those generally provided to the public. It is understood that this is a NON-BINDING agreement. A minimum of five (5) days notice is desired prior to the service commencement. Payment PRIOR TO THE START of these services is required by CHECK or MONEY ORDER made payable to the TOWN OF MANALAPAN.

THERE IS A FOUR (4) HOUR MINIMUM PER EACH POLICE OFFICER/VEHICLE

Rate per hour for each officer ********************************************** $ 44.37
Rate per hour for vehicle (running or parked) ***************************** $10.00

APPLICANT NAME/COMPANY NAME ________________________________________
ADDRESS ___________________________________________________________________
ADDRESS OF EVENT _________________________________________________________
TYPE OF EVENT __________________________________________________________________
TELEPHONE ___________________ EMAIL ADDRESS _________________________

SERVICES REQUIRED
Starting Date/Time ___________________ Ending Date/Time ___________________
Name of Group and Activity plus Services Requested ______________________________________
____________________________________________________________________________________
Estimated Attendance _____ Alcoholic Beverages Served (Y/N) _____ If yes, what type? _______
Valet used? (Y/N) ______ If yes, company name ________________________________________________
Parking plan approved? (Y/N) ______ On-site contact name/phone ______________________________

Print Applicant’s Name ______________________ Applicant’s Signature __________ Date __________

Approved by the Extra Duty Employment Supervisor on ____________________. ____________________
Date ____________________ Signature ____________________

Approved by the Chief of Police on ____________________. ____________________
Date ____________________ Signature ____________________

Revised 10/08