



# Plainfield Police Department

"Honorable Service"

Chief of Police, Michael G. Surprenant

210 Norwich Rd. Plainfield, CT 06374  
(860)564-0804 fax (860)564-0808

[www.plainfieldctpolice.com](http://www.plainfieldctpolice.com)

## REQUEST FOR SPECIAL DUTY OFFICER(S)

### Section A: Employer Information

Company or Individual's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

### Section B: Job Information

Job Name: \_\_\_\_\_ Job Type: \_\_\_\_\_

On-Site Contact Person: \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_ - \_\_\_\_\_

Job Location: \_\_\_\_\_ Meet Location: \_\_\_\_\_

Job Date(s): \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

### Section C: Number of Officers & Payment

I request \_\_\_\_\_ (Number of Police Officers) for the above job. I understand that I will be billed **Eighty-six Dollars (\$86.00)** per hour, per police officer. I further understand that each officer will be equipped with a police cruiser but that I will **NOT** incur additional charges for said vehicle(s).

Per Union Contract, Plainfield Police Officers will be paid **Ninety-five Dollars (\$95.00) per hour**, per officer for working on the following holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

### Section D: Cancellation Notice

Per Union Contract, Plainfield Police Officers must be paid a minimum of four (4) hours. This minimum will apply unless notification of job cancellation is made to the Plainfield Police Department twelve (12) hours prior to the starting time of the job. Generally, requests for Officers should be made forty-eight (48) hours prior to the start time. **(PLEASE INITIAL: \_\_\_\_\_)**

### Section E: Agreement & Signature

I have read this form and agree to all conditions as stated above.

Signature: \_\_\_\_\_ Name Printed: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

**\*Please note that as of 1/1/19, the Special Duty rate increased to \$90.00 per hour, per police officer.\***