



# Request for Special Police Services

CITY OF BATH POLICE DEPARTMENT

NAME

DATE OF FUNCTION

LOCATION

TYPE OF FUNCTION  
(Dance, Traffic, Etc.)

SPONSORING  
ORGANIZATION

# OF OFFICERS  
REQUESTED

START/FINISH TIME

INDIVIDUAL OR ORG.  
TO BE BILLED

\*\* 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 \$78 per hour, plus a 25% admin fee which totals \$390 for a 4-hour event. Jobs/events cancelled without prior notice or canceled within twelve (12) hours of the event start time will be billed as though the officer was present and the requested service was provided.

**INTERNAL USE ONLY**

**OFFICER TAKING REQUEST** \_\_\_\_\_

**OFFICER'S ASSIGNED**

1.

4.

2.

5.

3.

6.

**APPROVED** \_\_\_\_\_

**DENIED** \_\_\_\_\_

Reason for Denial (If Applicable)