



Douglas H. Biagi
Chief of Police

**VENTNOR CITY POLICE DEPARTMENT
BUREAU OF PUBLIC SAFETY**

6201 ATLANTIC AVENUE
VENTNOR CITY, N.J. 08406
(609) 822-2101 – Fax: 487-8682



Howard J. Bloom
Deputy Chief of Police

Lt. Steven Ireland
Internal Affairs

Lt. Marc Franco
Operations Commander

PRIVATE DETAIL REQUEST FORM

Date: _____

Company/Person Making Request: _____

Contact Person/Phone Number: _____

Billing Address: _____

Date of Event: _____ Time of the Event: _____

Location of Event: _____

Number of Officers Requested: _____ Estimated Number of Hours _____

Reason/Significant Aspects of Detail: _____

Advisement:

I/we agree to the special event fees, which is \$85.00 per hour with a three-hour minimum. Any cancellations or postponements must be made at least one hour before the scheduled start time of the detail by calling the main police desk at (609) 822-2101 or a payment of a three-hour minimum will be deducted/billed per officer requested.

Any person or entity requesting the services of an off-duty law enforcement officer in the Ventnor City Police Department shall estimate the number of hours such law enforcement services are required, which estimate shall be approved in writing by the Chief of Police, and shall establish an escrow account with the Treasurer of the City by depositing an amount sufficient to cover the rates of compensation and administrative fees for the total estimated hours of service, by check or money order, before the detail/event.

Authorized Representative of Requesting Party

Payment Amount: \$ _____

*** A copy of approved photo identification must be submitted with this request.**

Chief of Police or Designee Approval Signature

Officer(s) Assigned: