



# Oak Bluffs Police Department Detail Request

PO Box 1504, MA 02557 (508) 693-0750

Name of Person Requesting Detail: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Day Telephone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Email: *(for invoicing purposes only)* \_\_\_\_\_

Corporation/Organization: \_\_\_\_\_

Type of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Hours of Event: \_\_\_\_\_

Place of Event: \_\_\_\_\_

Approximate number of people attending event: \_\_\_\_\_

**NOTE:** If planned event is to be held at the Regional High School, the Sailing Camp, or Town Park Commission properties, you must submit with this form an "approved" form from the appropriate government entity. In addition, if event is planned for 100 people or more attendees, you must submit with this form a parking plan for review and approval of the chief of police or his/her designee.

**FEES:** 0-4 hours \$260.00 (\$65.00 per hour with a 4 hour minimum) + 10% Town of Oak Bluffs Service Charge = \$286.00; Superior Officer 0-4 hours \$300.00 (\$75.00 per hour with a 4 hour minimum) + 10% Town of Oak Bluffs Service Charge= \$330.00

4-8 hours \$520.00 (an 8 hour minimum) + 10% Town of Oak Bluffs Service Charge = \$572.00; Superior Officer 4-8 hours \$600 + 10% Town of Oak Bluffs Service Charge = \$660.00

8+ hours Detail will be billed hour for hour at overtime rate + 10% Town of Oak Bluffs Service Charge

## 2 HOUR MINIMUM NOTICE FOR CANCELLATION

X

\_\_\_\_\_  
Signature of Person Submitting Form

\_\_\_\_\_  
Date

### FOR AUTHORIZATION PURPOSES ONLY:

NUMBER OF OFFICERS NEEDED: \_\_\_\_\_

HOURS OF EVENT: \_\_\_\_\_

DETAIL APPROVED: \_\_\_\_\_

Chief of Police or His/Her Designee

Revised 2/27/2021