



# CITY OF DORAL POLICE DEPARTMENT

6100 NW 99th Ave, Doral, FL 33178

305-593-6699 Ext. 2539/2122

[SpecialEvents@doralpd.com](mailto:SpecialEvents@doralpd.com)

## EXTRA-DUTY PERMIT APPLICATION

Temporary ☐

Permanent ☐

The CITY OF DORAL POLICE DEPARTMENT **is NOT obligated to provide Extra-Duty Service**. A permit will not be issued to any person, firm, or organization whose officers, members, business, or operations that are questionable or for any event that will discredit the employee or the City of Doral.

It is understood that, notwithstanding the fact that the permit holder will reimburse the City of Doral for the services rendered, the police personnel remain employees of the City of Doral Police Department. The applicant is restricted to the general assignment of duties to be performed and has no authority over the police personnel.

It is further understood by all parties that a police officer performing off-regular-duty service who takes police action falling within the purview of their off-regular duty assignment, or on the permit holder's premises, shall remain in an off-regular-duty service status for the duration of time it takes to complete the processing of such action. Any time beyond the originally contracted period which is used to complete the processing of the police action taken shall be paid for by the permit holder.

However, an officer taking police action **outside** the purview of the permit holders agreed service agreement, or outside the permit holder's premises, will revert to an on-duty status and paid by the City of Doral.

All compensation due for permanent permits will be paid via cashier's check or money order, payable to the City of Doral and forwarded to the City of Doral Police Department Off-Duty Police Services, 6100 NW 99<sup>th</sup> Avenue, Doral, Florida 33178. Payment is due upon receipt of the Extra-Duty Police Services invoice provided by the City of Doral. Accounts (30) days in arrears will be subject to finance charges at the maximum legal rate.

Compensation for temporary permits must be paid upon request of service. Payments must be by certified check, money order, travelers check, or cashier's check. Certified checks, money order, travelers check, and cashier's check payments must be payable to the City of Doral.

Any compensation over and above the rate established by ordinance is prohibited.

DATE: \_\_\_\_\_ FEDERAL TAX ID NO.: \_\_\_\_\_

APPLICANT/BUSINESS NAME: \_\_\_\_\_  
(Business or Organization)

TELEPHONE: (\_\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_\_) \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

OCCUPATION LICENSE NO.: \_\_\_\_\_ EXPIRATION DATE: \_\_\_\_\_

EMERGENCY CONTACT: \_\_\_\_\_ PHONE: (\_\_\_\_\_) \_\_\_\_\_

### NAME OF AUTHORIZED AGENT REQUESTING PERMIT:

(First) \_\_\_\_\_ (Middle) \_\_\_\_\_ (Last) \_\_\_\_\_

SSN: \_\_\_\_\_ DOB: \_\_\_\_\_ RACE: \_\_\_\_\_ SEX: \_\_\_\_\_  
(MO. - DAY - YR.)

HOME ADDRESS: \_\_\_\_\_ HOME PHONE: (\_\_\_\_\_) \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

Is requesting to engage the services of Off-Regular-Duty Police Personnel of the City of Doral, The City of Doral Police Department, for police services that are in addition to those provided generally to the public.

PERIOD OF EMPLOYMENT: BEGINNING DATE \_\_\_\_\_ ENDING DATE \_\_\_\_\_

HOURS TO BE WORKED: \_\_\_\_\_ Hrs. From \_\_\_\_\_ to \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

See Reverse Side for Additional Information

SPECIFIC LOCATION OF POLICE SERVICE: \_\_\_\_\_

Will your location have a stage, sound amplification devices and/or tents or other temporary buildings?

☐ No ☐ Yes (Note: if 'Yes,' additional permits may be required from the City of Doral) Size of Tents: \_\_\_\_\_ Number of Tents: \_\_\_\_\_

Does this require a Special Events Permit? \_\_\_\_\_ ☐ No ☐ Yes

If 'Yes', Resolution No. approving Special Event \_\_\_\_\_ Date of Council Approval \_\_\_\_\_

Approximate number of people expected to attend at your location? \_\_\_\_\_

Will alcoholic beverages be served? ☐ No ☐ Yes Type: \_\_\_\_\_

SPECIFIC SERVICE TO BE PERFORMED: \_\_\_\_\_

Additional Concerns: \_\_\_\_\_

Number of Police Personnel Required: Supervisor \_\_\_\_\_ Officers \_\_\_\_\_ Motorcycle Officers \_\_\_\_\_

Additional Permits (If Required) STATE NO. \_\_\_\_\_ COUNTY NO. \_\_\_\_\_

A permit holder may relinquish their permit at any time. However, in the event of such relinquishing, the permit holder shall be required to pay a reasonable compensation for all expenses incurred to provide the services authorized by the permit. The permit holder will be assessed a 3-hour minimum rate for each hire.

THIS PERMIT MAY BE CANCELLED BY THE CHIEF OF THE CITY OF DORAL POLICE DEPARTMENT, OR DESIGNATED AGENT, AT ANY TIME WITH OR WITHOUT CAUSE. THE PERMANENT PERMIT WILL BE REVIEWED ANNUALLY.

**TO AVOID THE 3-HOUR MINIMUM CANCELLATION FEE, CANCELLATIONS AFTER BUSINESS HOURS (MONDAY TO FRIDAY, 8 AM TO 5 PM) MUST BE MADE AT LEAST 2 HOURS BEFORE THE SCHEDULED DETAIL START TIME BY CALLING 305-593-6699 OR EMAILING [Alexandra.Dominguez@doralpd.com](mailto:Alexandra.Dominguez@doralpd.com).**

I HAVE READ AND UNDERSTAND THE PROVISIONS OF THIS APPLICATION AND WILL ACT IN FULL COMPLIANCE WITH THEM.

\_\_\_\_\_  
Print Name of Permit Holder/Agent

\_\_\_\_\_  
Signature of Permit Holder/Agent

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Business Telephone Number

**AFTER INVESTIGATING THIS REQUEST, IT IS RESPECTFULLY RECOMMENDED THAT THIS APPPLICATION BE:**

**APPROVED**

**DATE**

**DISAPPROVED**

\_\_\_\_\_  
Supervisor Signature/ID#

\_\_\_\_\_  
Supervisor Signature/ID#

\_\_\_\_\_  
Supervisor Signature/ID#