



Marathon City Police Department Special Event Security

The Marathon City Police Department can provide services for non- Village events upon request. The following policy outlines the parameters requesting services, the services delivered and the costs associated with the services.

1. **Qualifying Events:** Public or private event that would require dedicated police services for minimum of two hours. (i.e. Auction)
2. **Request Process:** Requests must be made utilizing the Police Services request form. The form must be submitted and approved a minimum of two weeks in advance of the scheduled event.
3. **Services Costs:** The requesting party will be responsible for the costs related to the dedicated police services and will be invoiced by the Village. These costs will include an hourly rate for the police personnel and equipment costs for the police vehicles utilized. Those costs are as follows:

- Police Personnel Labor and Equipment: \$100.00 per hour
- Police Escort (Vehicle): \$35.00 per hour



Police Services Request Form

Name of person / Organization Requesting Permit: _____

Address: _____

Phone Number: _____

Purpose of Application: _____

Date of Services Required: _____

Time: From _____ To _____

Services Location: _____

Will dedicated police resources be required? Yes ___ No ___

Approximate Number of Persons Attending Event: _____

Signature of Applicant: _____ Date: _____

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(For Official Use)

Was request submitted two weeks in advance of service delivery date? Yes ___ No ___

Will this require additional staffing to fulfill request? Yes ___ No ___

Traffic Control Required? Yes ___ No ___

If Yes, What type? _____

Has proposed area been reviewed prior to approval? Yes ___ No ___

Officer: _____

Additional Concerns / Comments: _____

Approved: Yes ___ No ___

Approved by: _____ Title: _____ Date: _____