

PALM BEACH COUNTY SHERIFF'S OFFICE



The Sheriff's Office provides the opportunity for private citizens to contract additional law enforcement services with off-duty Deputies via the Extra Duty Permits Office. These services may include traffic control, crowd control, uniform security assignments, and other special events for a private or public employer, as approved and authorized by the Sheriff.

All Extra-Duty Permits will be conducted and governed by all applicable Florida State Statutes (FSS), PBC Ordinances, Sheriff's Office General Orders, or other items as identified. It is understood that this is a non-binding agreement on the Sheriff's Office as ***there is no guarantee that the requested Extra-Duty Permit will be staffed.*** Every effort will be made to provide staffing for your event. If your Extra-Duty Permit is not staffed, we will reimburse the payment. However, you must contact the Extra-Duty Permits Office at the telephone numbers below during normal business hours (Monday–Friday) twenty-four (24) hours prior to your event for confirmation of staffing or for cancellation without a minimum charge.

In an attempt to fulfill your request, please complete the application and return via fax, e-mail or U.S. Mail, no less than seven (7) working days prior to the scheduled event. Incomplete applications or applications received with less than seven (7) working days may adversely affect the Sheriff's Office attempts to fulfill the request. There is a four (4) hour minimum required for all Extra-Duty Permits.

***Florida State Statute 30.2905 & 30.51 requires payment be received prior to any Extra-Duty Law Enforcement being performed.**

Hourly Rates (minimum of 4 hours):		Payment methods:
Regular	Premium	1) Check / Money Order made payable to: Palm Beach County Sheriff's Office P.O. Box 24681 West Palm Beach, FL. 33416-4681 2) Credit Card upon receipt of invoice
\$ 46.00	\$ 61.00 Deputy Sheriff	
\$ 64.00	\$ 79.00 Supervisor	
\$ 72.00	\$ 87.00 OIC/Special Events Coordinator	

Premium Dates include: New Year's Eve & Day, Super Bowl Sunday, Easter, Memorial Day, Independence Day, Labor Day, Halloween, Thanksgiving Day, and Christmas Eve & Day

Applicant Information

Business Name: _____

Applicant Name: _____

E-mail: _____ Phone #: _____

Mailing Address: _____

Contact Person at Event: _____ Phone #: _____

Address of Event: _____

Type of Event: _____ # attending: _____ Will alcohol be served? _____

Detail Date from: _____ to _____ Start Time: _____ End Time: _____

Number of Deputies / Deputy's duties will include: _____

Applicant Signature: _____

Law Enforcement Review & Approval

Initial Review by: _____ Date Reviewed: _____

Comments / # of deputies: _____

Final Approval by: _____ Date Approved: _____

Permit Processed by: _____ Date Permit Processed: _____