



BOROUGH OF RUMSON
REQUEST FOR POLICE SERVICES/PRE-PAYMENT FORM

Name/Title of Person Making Request _____ Date of Request _____

Organization Name _____

Organization Address _____ City _____ State _____ Zip _____

Email Address _____

Phone Number _____ Fax # _____ Cell Phone _____

Name of Event _____ Location of Event _____

Total # of hours requested X Rate \$100.00 = Total Due \$

Date(s) Service Needed _____ Total # of Days _____ # Officers Requested _____

Start Time _____ Ending Time _____ # Hours Per Day _____

Payment must be received prior to scheduling an officer _____ Date Paid _____

Police Services

Police services are \$100 per hour per officer. There is a Four (4) hour minimum for each officer contracted. Cancellation fee equal to the minimum shall be due and payable if the request to cancel is less than one hour in advance of the scheduled service. There will be an additional \$45 per hour per officer for any work on a Holiday in accordance with the Agreement/Borough for that officer.

General Information:

Although every effort is made to schedule a Rumson Officer to fill a request, from time to time Officers from other jurisdictions are used to fill a requested work detail. Rumson does not bill for services or pay Officers from another jurisdiction. ***If an Officer from another jurisdiction is used for your detail you will be responsible for paying that Officer/Jurisdiction directly. Rumson does not control the rates charged for Officers from another jurisdiction.*** If an Officer outside Rumson is used, please contact the Borough of Rumson, Finance and Tax Office to request a refund overpaid fees.

Once timesheets are submitted for payroll, you will be billed for any additional time the Rumson Officers worked for your detail.

By signing below, you agree to promptly pay the Borough of Rumson for any additional monies owed for the requested work detail.

Signature of Person Requesting Service _____ Print Name _____ Date _____

If you have any questions about this form please contact the Rumson Police Department 732-842-0500
Submit this form with payment (*check made payable to Borough of Rumson*) to:
Rumson Police Department, 80 East River Road, Rumson, NJ 07760

Scheduling of Police Officer must be made through Rumson Police Department, 732-842-0500