



# ACUSHNET POLICE DEPARTMENT

Chief of Police – Michael G. Alves

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[www.acushnetpd.com](http://www.acushnetpd.com)



## POLICE DETAIL REQUEST

The Department recognizes the need for safe and efficient pedestrian and vehicular traffic flow at work sites. We also recognize that at a special event and other times, officers may be required to provide crowd control and security. In order to address these needs, the Department allows officers to work assigned paid details in addition to their scheduled tours of duty.

### HOW DO I REQUEST A POLICE DETAIL?

The easiest way to request a police detail is to complete a [Police Detail Program – Request Form](#) available to download from our website ([www.acushnet.ma.us/police-department](http://www.acushnet.ma.us/police-department)) or you can pick up a form from the police department.

A request for a police detail can also be made by telephoning our business line (508) 998-0240. The dispatcher or administrative assistant will need the following information:

- Company/organization or person requesting detail
- Number of officers needed
- Name of person making request
- Contact telephone number of company/organization or person making request
- Detail site/location
- Detail date, start time, and end time

### WHAT IS THE DETAIL RATE?

**Minimum Hours:** You will be billed a minimum of 4 hours for each detail. Details are billed in half hour increments and the half hour is assessed for work that last 5 minutes beyond the hour and half hour. For each detail where an officer is required to be on site over 5 hours, a minimum of 8 hours will be billed.

**Cancellations:** Details cancelled with less than one hour notice will be billed a minimum of 3 hours for each officer assigned.

**Hourly Rates:** For each officer, you will be billed @ \$50 per hour. Details going beyond 8 hours will be charged at time and one half (\$75 per hour). A \$5 per hour Officer-in-Charge (OIC) fee will be assessed for details where 3 or more officers are required. An additional \$5 per hour, per officer will be charged if alcohol is served. A \$10 per hour fee will be assessed for each cruiser requested and the Chief of Police will determine if a cruiser will be assigned.

A 10% administrative fee is added to all bills.