



Bristol Police Department

395 METACOM AVENUE ❖ BRISTOL, RHODE ISLAND 02809
TELEPHONE (401) 253-6900



KEVIN M. LYNCH
Chief of Police

Detail Officer Request Form (PLEASE PRINT)

ORGANIZATION/ COMPANY NAME: _____

BILLING ADDRESS: _____
(STREET) (CITY) (ZIP)

CONTACT PERSON: _____ PHONE: _____

LOCATION OF DETAIL: _____

DATE: _____ START TIME: _____ (AM/PM) END TIME : _____ (AM/PM)

NUMBER OF OFFICERS REQUESTED: _____ CRUISER: (YES/NO) HOW MANY: _____

EACH DETAIL SHALL BE PAID A MINIMUM OF FOUR (4) HOURS PAY FOR EACH POLICE OFFICER. ANY TIME WORKED BEYOND FIFTEEN (15) MINUTES AND UP TO ONE (1) HOUR SHALL BE COMPENSATED FOR ONE FULL HOUR. ALL HOURS WORKED IN EXCESS OF EIGHT (8) HOURS SHALL BE PAID AT TIME AND ONE HALF OF THE DETAIL RATE. DETAIL OFFICERS SHALL BE PAID FOR THEIR LUNCH BREAKS. DETAILS SHALL BE PAID AT THE DETAIL RATE FOR WHICH THE DETAIL BEGINS AND CARRY THROUGH AT THAT RATE FOR THE REMAINDER OF THE DETAIL OR UNTIL EIGHT (8) HOURS HAVE BEEN EXCEEDED.

THE DETAIL RATE IS AS FOLLOWS (EFFECTIVE JULY 1, 2019):

MONDAY - FRIDAY	7:00 AM- 4:00 PM	\$51.00 per/hr
MONDAY - SUNDAY	4.00 PM- 7:00 AM	\$67.00 per/hr
SAT/ SUN / HOLIDAYS		\$67.00 per/hr

DETAIL RATE FOR USE OF A POLICE CRUISER IS \$20.00 PER HOUR.

DETAILS ARE TO BE REQUESTED WITHIN SEVEN (7) DAYS AND NO LESS THAN SEVENTY-TWO HOURS FROM WHEN THE DETAIL IS TO BEGIN.

CANCELLATIONS MUST BE MADE TWO (2) HOURS PRIOR TO START OF DETAIL OR A MINIMUM OF FOUR (4) HOURS WILL BE CHARGED. CANCELLATIONS MUST BE MADE VIA PHONE FOLLOWED BY A FAX OR EMAIL OF A CANCELLED DETAIL FORM.

ORGANIZATIONS/COMPANIES ENGAGING IN THE SERVICES OF POLICE PERSONNEL SHALL BE RESPONSIBLE FOR THE DIRECT PAYMENT OF THOSE OFFICERS INDIVIDUALLY UNLESS OTHERWISE WAIVED BY THE CHIEF OF POLICE IN ACCORDANCE WITH THE TOWN OF BRISTOL POLICY.

SIGNATURE: _____ DATE: _____

Fax, email or deliver to Bristol Pd.
Details@bristolri.gov
401-253-1540
Rates effective 07/01/19

Entered in red book: _____