



## SUNNY ISLES BEACH POLICE DEPARTMENT APPLICATION FOR EXTRA DUTY OFFICER / LIFEGUARD

The Sunny Isles Beach Police Department offers to its business and residents the service of having a police officer(s) / lifeguard(s) at their private events when available. The officers / lifeguard(s) sign up for these events on a voluntary basis and there is no guarantee that an officer/ lifeguard will be available when requested.

The charge to have an officer(s) / lifeguard(s) at your event is outlined in the attached fee schedule.

Please fill out the below and return to the police department at least seven (7) days prior to the event. Call the Sunny Isles Beach Police Department 48 hours prior to the event to confirm that an officer has signed up. The Sunny Isles Beach Police Department reserves the right to cancel an extra duty detail without prior notice due to unforeseen emergencies beyond our control.

***A Cancellation fee of 4 hours will be charged on all jobs not cancelled 24 hours prior to the start of the detail.***

I have read and agree to the above: (Signature) \_\_\_\_\_

PERSON REQUESTING \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/STATE//ZIP \_\_\_\_\_

HOME/WORK # \_\_\_\_\_ CELL # \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

**REQUIRED BILLING INFORMATION (if different than person requesting)**

COMPANY / CONTRACTOR TO BE BILLED: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

LOCATION OF EVENT \_\_\_\_\_

DATE OF EVENT \_\_\_\_\_ START TIME \_\_\_\_\_ END TIME \_\_\_\_\_

TYPE OF EVENT: PARTY \_\_\_\_\_ DANCE \_\_\_\_\_ TRAFFIC CONTROL \_\_\_\_\_

SECURITY \_\_\_\_\_ OTHER (SPECIFY) \_\_\_\_\_

ALCOHOLIC BEVERAGES BEING SERVED YES \_\_\_\_\_ NO \_\_\_\_\_

NUMBER OF GUESTS EXPECTED: \_\_\_\_\_

OFFICERS NEEDED: \_\_\_\_\_ LIFEGUARDS NEEDED: \_\_\_\_\_

WORK ORDER # \_\_\_\_\_



**Sunny Isles Beach Police Department**  
*Effective Date: October 1, 2025*

<b>Classification</b>	<b>Regular Off- Duty Rates</b>	<b>Holiday Off Duty Rates</b>
Police Officer	\$101.00	\$152.00
Officer – short notice	\$126.00	\$189.00
Supervisor	\$111.00	\$167.00
Supervisor – short notice	\$139.00	\$208.00
Command Staff	\$117.00	\$176.00
Command Staff – short notice	\$146.00	\$219.00
Boat	\$138.00	\$207.00
Ocean Rescue Officer	\$71.00	\$106.00
OR Officer – short notice	\$89.00	\$134.00
Ocean Rescue Supervisor	\$85.00	\$128.00
OR Supervisor – short notice	\$106.00	\$159.00
Ocean Rescue Manager	\$104.00	\$157.00
OR Manager – short notice	\$130.00	\$195.00

3 or more officers require a supervisor or designated supervisor.

The fee covers the payment to the officers in addition to mandatory cost of workmen's compensation, contributions to the Florida Retirement System, Medicare, social security and other administrative fees.

Any detail request received with less than 24 hours notice, increases the cost 25% to \$126.00 per hour.

There is a 4 hour minimum on all details.



## **Sunny Isles Beach Police Department**

**A Cancellation fee of 4 hours will be charged on all jobs not cancelled  
24 hours prior to the start time of the detail.**

**Please note requests / cancellations for  
Extra Duty officers / lifeguards are only accepted  
Monday through Friday  
7:30 - 4:00 pm**

**All requests must be made in writing and emailed no less than 7  
business days in advance.**

**If you need to cancel an already scheduled officer after hours, please call  
dispatch at 305-947-4440**



## **Sunny Isles Beach Police Department**

The following is a list of the observed holidays. All details will be billed at the Holiday Extra Duty Rates.

New Years Day  
Martin Luther King's Birthday  
Presidents Day  
Law Enforcement Appreciation Day  
Memorial Day  
Juneteenth  
Independence Day  
Labor Day  
Veterans Day  
Thanksgiving Day  
Day after Thanksgiving  
Christmas Day

### ***Payment Terms:***

For single day details, payments must be paid in advance for the entire detail term. Payments must be in form of: Personal / Certified / Cashiers Check or Money Order. All payments should be received at least 5 days in advance unless other arrangements are agreed upon.

***ALL CHECKS SHOULD BE PAYABLE TO:  
The City of Sunny Isles Beach***

All jobs will be assigned an invoice number by the extra-duty coordinator and the invoice number should be noted on the check upon making payment to assure accurate accounting.

***Any questions please contact Sandra Block 305-792-1839  
[sblock@sibpd.net](mailto:sblock@sibpd.net)***



SUNNY ISLES BEACH POLICE DEPARTMENT  
EXTRA DUTY SCHEDULE

Sandra Block – Extra Duty Coordinator  
305-792-1839  
[sblock@sibpd.net](mailto:sblock@sibpd.net)

ALL REQUESTS MUST BE MADE IN WRITING ON THIS FORM.  
PLEASE FILL OUT COMPLETELY THE DATES AND TIMES THAT YOU ARE  
REQUESTING AN OFFICER(S).

IF REQUESTING EXTRA DUTY OFFICER(S) FOR AN EXTENDED PERIOD OF  
TIME PLEASE NOTE BELOW THE START DATE AND END DATE SO THAT A  
CONTINUED SCHEDULE CAN BE ESTABLISHED.

PLEASE FILL OUT THIS FORM FOR EACH WEEK REQUESTED AND EMAIL TO  
[sblock@sibpd.net](mailto:sblock@sibpd.net)

BUSINESS / CONTRACTOR \_\_\_\_\_ DATE \_\_\_\_\_

PERSON REQUESTING \_\_\_\_\_ CONTACT # \_\_\_\_\_

CONTACT PERSON ON SITE \_\_\_\_\_ PHONE # \_\_\_\_\_

LOCATION \_\_\_\_\_ OFFICERS REQUESTED # \_\_\_\_\_

START DATE \_\_\_\_\_ END DATE \_\_\_\_\_

WORK ORDER # \_\_\_\_\_

SUNDAY            DATE \_\_\_\_\_            TIME \_\_\_\_\_ to \_\_\_\_\_

MONDAY            DATE \_\_\_\_\_            TIME \_\_\_\_\_ to \_\_\_\_\_

TUESDAY            DATE \_\_\_\_\_            TIME \_\_\_\_\_ to \_\_\_\_\_

WEDNESDAY            DATE \_\_\_\_\_            TIME \_\_\_\_\_ to \_\_\_\_\_

THURSDAY            DATE \_\_\_\_\_            TIME \_\_\_\_\_ to \_\_\_\_\_

FRIDAY            DATE \_\_\_\_\_            TIME \_\_\_\_\_ to \_\_\_\_\_

SATURDAY            DATE \_\_\_\_\_            TIME \_\_\_\_\_ to \_\_\_\_\_

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**SIBPD Approval:** \_\_\_\_\_

**Date :** \_\_\_\_\_