BANQUET HALL SECURITY AGREEMENT

SECURITY MUST BE PRESENT IF ALCOHOL IS SERVED AT YOUR EVENT- NO EXCEPTIONS!

The lessor wishes to serve alcohol at the event scheduled on _____ from _____ to _____ and agrees to pay for security through Brookfield Township Police Department at the below guidelines:

Name of Lessee: _____ Type of event: _____

- One (1) officer is required for a maximum of 100 people.
- Two (2) officers are required over 100 people

The rate is **$40 per hour per officer** (minimum of 3 hours).

Number of guests: _____ Number of Officers needed: _____

Total hours: _____ x $40 per hour per officer, any additional time beyond this will be paid directly to the officer at the time of the event, cash only- whole hour increments only (there will be **no refund** if the officer(s) is not needed for the full prepaid time).

Total amount due: _____ (cash only)

Disclaimer: On rare occasions Brookfield Township Police Department has had to reach out to a neighboring Police Department (i.e. Vienna Township or Hubbard Township) to fill a detail if a Brookfield Officer is unavailable due to staffing availability- priority is always given to Brookfield Township Officers before it is offered to an officer at another department. By signing this agreement you agree to the possibility of a non-Brookfield officer covering this detail. **Initials:** _____

THIS SECURITY AGREEMENT CANNOT BE CANCELLED UNLESS THE EVENT IS CANCELLED

For office use only:

Security detail at Brookfield Township Banquet Hall (Fire Department)

Date: _____ Time: _____

Type of event: _____

Officer #1: _____ Officer #2: _____

Officer(s) please note: Alcohol is **not** permitted to be served before your arrival or after your departure. The lessor has prepaid for your time for a total of _____ hours; any additional hours will be paid directly to you by the lessor (they get no refund of prepaid time if you leave prior to time paid); please see the Office Coordinator after the event for your payment. **The lessor cannot cancel your detail unless they cancel the event.**