



City of Inver Grove Heights Police Department

8150 Barbara Ave, Inver Grove Heights, MN 55077

(651) 450-2525

Fax (651) 450-2543

Off-Duty Police Services Application

EVENT INFORMATION

Service Location: _____

Date(s) Services needed: _____

Hours Services needed: _____

Number of Officers needed: _____

APPLICANT INFORMATION

Contact Person:

Contact Number:

Contact Address:

BILLING INFORMATION

Billing Name:

Billing Address:

Federal ID or Social Security #:

APPLICANT NOTICE

The applicant is hereby notified of the following;

- The City of Inver Grove Heights is **NOT** obligated to provide off-duty police services.
- The City reserves the right to deny an application for off-duty police services.
- This application is for off-duty police services only and does not exempt an applicant from obtaining other necessary City permits for events.
- An off-duty officer is always subject to the rules and policies of the City of Inver Grove Heights, the laws and Constitution of the United States and the state of Minnesota, and the rules and regulations governing employees of the Inver Grove Heights Police Department. Any conflicting rules of the applicant will be determined by the Department.
- An applicant has no authority over police personnel and is restricted to providing only a general assignment of duties to be performed by the off-duty officer. Those assignments shall never supersede City or Department policy or procedures.
- Off-duty officers remain under the exclusive control of the City as officers may be recalled at any time from an off-duty to an on-duty status.
- Off-duty officers are not permitted to receive cash from anyone associated with the off-duty event for any reason.

I understand and agree to the terms listed in this Application for Off-Duty Police Services

Applicant Signature: _____ Date: _____

Return Completed Application to: sergeant@invergroveheights.org