COMMUNITY REQUESTED
CODE ENFORCEMENT SPECIAL DETAIL

Applications must be submitted two (2) weeks prior to the anticipated start date of the special duty. Neither the County nor Code Enforcement makes any guarantees that a special detail will be filled. A cancellation fee of four (4) hours shall be charged to any employer who fails to notify Code Enforcement within 24 hours of the scheduled special detail date of a requested cancellation.

EMPLOYER INFORMATION							
Applicant Name:							
Address:							
Phone Number:							
Alternate Contact:				Alternate Phone:			
SPECIAL DETAIL INFORMATION							
Location Site:							
Specific Date:							
Start Time:		**AM** ☐	**PM** ☐	**End Time:**		**AM** ☐	**PM** ☐

****Please Note:** A minimum of 4 hours is required

Description of detail required: _____

_____

_____

Office Use Only

Hourly Rate $_____ x _____ = _____
(hours)

Officer Assigned:_____

Job Number: _____

Approval:_____
Manager/Chief Officer