



Chris Cowan
Chief of Police

Cayce Police Department

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#CAYCE#1

Special Duty Agreement

I understand when performing Special Duty Assignments, officers are subject to all directives and procedures of the City of Cayce Police Department and will act only under the Chief of Police authority to enforce all applicable State and Local Laws.

I understand that officers are subject to calls in the immediate area of the special duty location and will respond to any situation deemed necessary by the Cayce Police Department, officers, or dispatch.

I understand this request for services is with the City of Cayce Police Department, which will assign officers to perform special duty assignments. Payment for services is Forty-Five dollars (\$45.00) per hour for each assigned officer with a three (3) hour minimum. **No payments will be made directly to the officer.** Billing will be produced and forwarded to requestor for payment during the following Police Department pay period.

Understanding the previous paragraph on cost per hour and the minimum hours to be worked, I request # _____ Officer(s) to work the event listed below. I further understand that the number of officers needed/required for the event may differ from what is requested. In this event, the final authority on the number of officers required will fall on the Chief of Police or his designee. Determining factors for the number of officers required are, but not limited to, security and safety risk, road closures, alcohol service, outside security personnel use and/ or number of attendees. Once a decision is made, the requester will be notified prior to moving forward with the request.

By signing below and upon final approval of this request, the parties hereto, their administrators, assigned Legal representatives, affiliated companies, agents, officers, directors, shareholders, and partners (hereinafter "party" or "parties") agree that any dispute, claim, controversy, or proceeding arising out of or relating to this agreement, and/or including payment or failure thereof for services rendered by the City of Cayce Police Department shall be tried and litigated exclusively in the State and Federal courts located in the County of Richland/Lexington, State of South Carolina. The aforementioned choice of venue is intended by the parties to be mandatory and not permissive in nature, thereby precluding the possibility of litigation between the parties with respect to or arising out of this agreement in any jurisdiction other than

that specified in this paragraph. Each party hereby waives any right it may have to assert the doctrine of forum non conveniens or similar doctrine or to object to venue with respect to any proceeding brought in accordance with this paragraph, and stipulates that the State and Federal courts located in the County of Richland/Lexington shall be in persona jurisdiction and venue over each of them for the purpose of litigating any dispute, claim, controversy, or proceeding arising out of or related to this Agreement.

The completed form must be signed and returned to the Cayce Police Department Special Duty Coordinator, who will forward to the Chief of Police or his designee for final approval.

The requestor hereby accepts and agrees to the conditions set forth in this agreement.

Name of Requestor _____

Requestor mailing Address _____

Requestor Phone _____

Event Name _____

Event Date/Time _____

Event Location _____

Signature _____

*Special instructions related to the request (i.e. Marked or unmarked vehicle, traffic control, uniform) must be outlined below. If no special instruction, officer will perform their duties in a department approved police identifiable uniform. The final authority on special request will fall on the Chief of Police or his designee. Once a decision is made, the requestor will be conferred prior to moving forward with the request.