

**CITY OF JOHNSTON POLICE DEPARTMENT  
OFF-DUTY SECURITY OFFICER REQUEST**



[www.cityofjohnston.com](http://www.cityofjohnston.com)

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Police Department · 6221 Merle Hay Road · PO Box 410 · Johnston, IA 50131 · 515-278-2345

The City of Johnston Police Department provides security services for your special event.

Complete and submit this form at least one month prior to the event. Payment of \$35/hour, with a minimum of 3 hours, is due prior to the event.

**SECURITY OFFICER REQUEST**

Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Person Requesting Off-Duty Officer: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Completed form must be returned at least one month prior to the event:**

Sgt. Eric Spring  
Johnston Police Department  
6221 Merle Hay Road  
PO Box 410  
Johnston, IA 50131-0410

[espring@police.ci.johnston.ia.us](mailto:espring@police.ci.johnston.ia.us)