

ORLANDO POLICE DEPARTMENT

EXTRA-DUTY EMPLOYMENT INFORMATION



Extra Duty Employment

The Orlando Police Department has officers available for security and traffic services to help protect your business, organization or when you're hosting an event.

Courtesy Officers

Officers working extra-duty employment as security at an apartment or condominium complex where the officer resides and receives any compensation including discounted rent or free services.

Extra Duty Rates and Additional Fees

The current **minimum** hourly rate and payment requirements are listed in the Fraternal Order of Police Agreement with the City of Orlando.

- \$33 per hour/per officer for requests where no alcohol is served/consumed
- \$36 per hour/per officer for requests where alcohol is being served/consumed
- 10% administrative fee of all amounts billed for
- If a vehicle is requested, there is a \$2.00 per hour/per vehicle fee.
- There is a required four-hour minimum payment per officer.
- The **average rate for current jobs during the week is \$55 per hour and weekends are \$75 per hour**. Please note we receive Extra-Duty requests from various employers for hourly rates ranging from the minimum rate to increased rates. You, the employer, determine the rate of pay but it cannot be lower the minimum rates as stated above.
- If cancellation is not made at least 4 hours prior to the date and time of the assignment, the business/organization/individual will be responsible for compensation to the Department at 4 minimum hours pay for each officer scheduled.

Terms for Payment

Prepayment may be required for your request. If you secure Extra-Duty, a final invoice will be sent to you by email and payment is due upon receipt. Payment can be made by check or money order to the City of Orlando or electronically through our extra duty software. A small convenience and processing fee may be added to electronic (credit card) or ACH payments. Subject to applicable law or regulation, all items not subject to a bona fide dispute that remain unpaid 30 days after the due date are subject to a late charge equal to the maximum rate allowed by law or 1.5% per month if not specified by applicable law.

Additional Information

The posting of Extra-Duty does not ensure a position or positions will be filled. Extra-Duty Officers are required to be in full Police Uniform and armed.

A new form will need to be completed at the start of each year for recurring jobs.

If you have any additional questions, please contact OPD's Extra Duty Office at 407.246.3915 or PoliceExtraDutyRequest@orlando.gov

Completed authorization and any additional paperwork should be sent to PoliceExtraDutyRequest@orlando.gov