



PRINCE GEORGE'S COUNTY POLICE DEPARTMENT



BUSINESS REQUEST
SECONDARY LAW ENFORCEMENT EMPLOYMENT

Date Submitted :

mm/dd/yyyy

Section I Establishment Information

Form section for Establishment Information including fields for Name of Establishment, Telephone Number, Type of Business, Address, City, State, Zip Code, Email Address, Social Network Sites, Days of Operation, Hours of Operation, Day(s) Weekly Events Held, Establishment Owner, Mobile Number, and Contact Person (Manager).

Section II Security Personnel Information

Form section for Security Personnel Information including fields for Name of Alarm Company, Telephone Number, Address, City, State, Zip Code, Sworn Officers' Information (Check Day(s) Sworn Officers Work, Give Count of Sworn Officers Working Per Day, Sworn Officers have jurisdictional authority, Sworn Officers' duties and responsibilities are clearly defined), and Point of Contact (Name, ID Number, Agency, Mobile Number).

CIVILIAN SECURITY Information

Form section for Civilian Security Information including fields for Check Day(s) Civilian Security Work, Give Count of Civilian Security Working Per Day, Civilian Security's identifying attire (T-Shirt, Hat, Uniform, Other), Civilian Security's duties and responsibilities are clearly defined, and Point of Contact for Civilian Security (Name of Contact, Mobile Number, Agency Name, Agency Telephone Number).

**PRINCE GEORGE'S COUNTY POLICE DEPARTMENT
BUSINESS REQUEST
SECONDARY LAW ENFORCEMENT EMPLOYMENT (continued)**

Section III Security Equipment Information

VIDEO SURVEILLANCE EQUIPMENT Information

Is Video Surveillance Equipment recordable? Yes No

Name(s) of Camera Operator(s) Mobile Number

Name(s) of Camera Operator(s) Mobile Number

Name(s) of Camera Operator(s) Mobile Number

VIDEO CAMERA(S)	VIDEO CAMERA LOCATION(S) (List additional cameras in Section V if necessary)
Camera1	
Camera2	
Camera3	
Camera4	
Camera5	
Camera6	

Section IV Occupancy and Plans Information

Maximum occupancy

Anticipated occupancy during events

Is there a Life Safety and Evacuation Plan prepared by a Certified Fire Protection Engineer if occupancy exceeds 250 persons? Yes No

Is there a facility diagram attached? Yes No

Check if the facility diagram includes:

Parking Video Surveillance Equipment Stairs Lighting

Is there a parking lot plan attached? Yes No

Is there a parking and traffic management plan attached? Yes No

Is there a lighting plan attached? Yes No

Check if the lighting plan includes:

Type and location of exterior building lights Type and location of parking lights Additional lighting features

Section V Provide Comments or Additional Information

Section VI Signature

Owner Representative Signature

Owner/Representative Print Name Date (mm/dd/yyyy)