



Concord Police Department Employer - Secondary Employment Application

Employer Information		Date of Request:		Date Fee Mailed _____ Amount _____	
Employer Name:			Payroll Contact Person:		
Address:		Phone:		Mobile Phone:	
City	State	Zip	Fax	Other:	
Type of Business:		Alcohol Sold or Served:		E-mail:	

Payment Information: The employer is responsible for paying the officer(s) who worked the job directly.

Job Information					
Job Contact:		Job Start Date:		End Date:	
Mobile Phone:	Other:	Start Time:		End Time:	
Job Location/Address:	Days of Week: Please Circle Sun Mon Tue Wed Thu Fri Sat				
Nature of Job: Please Circle Security Traffic Other:					
Number of Officers Requested: (Please be advise that CPD can determine minimum staffing levels for each job)					
Narrative: (Provide a complete description of the job/event, and the requested duties of the officers)					
Payment Method: Cash Check at Job Check by Mail			Time to process check by mail: 1 week/ 2 weeks / Other:		
Pay Rate: Officer/Security \$25.00 /hour Officer/Traffic \$30.00/hour Sergeant \$33.00/hour (supervision required with 10 + officers)* Captain \$35.00/hour (supervision required with 10 + officers)* Major \$37.00/hour (supervision required with 10 + officers)* Premium/Security \$30.00/hour Premium/Traffic \$35.00/hour			Documentation Needed from Officer(s) W-9 / Invoice/ Other:		
Please read agreement.					
INTERNAL USE ONLY : APPROVED			DENIED		

This form may be faxed to 704-920-6970 or emailed to Sgt. Larry Hubbard at hubbardl@concordnc.gov
 You can mail it to Concord Police Department, PO Box 308, Concord, NC 28026 or by walk-in at 41 Cabarrus Avenue West.

Also, you must sign and return the Secondary Employment Agreement. For questions call, 704-920-5008.
 Concord Police Department is not responsible for any external delivery problems.