



PORTSMOUTH POLICE DEPARTMENT

PRIDE . PROFESSIONALISM . DEDICATION

Secondary Employment Contract

Purpose: Each employee working for this employer will execute this contract after the Chief of Police approves the Agreement for Secondary Employment Exercising Law Enforcement Authority

This AGREEMENT FOR OFF-DUTY POLICE EMPLOYMENT, by and between _____ (the “Employer”) and _____, a sworn officer of the Portsmouth Police Department (the “Employee”) made this ____ day of _____, 20____, provides as follows:

1. Employer hereby employs Employee to provide certain services for Employer’s business located at _____, commonly known as _____.
2. The services to be provided by the Employee shall be as follows:
 - exterior traffic control, crowd control, and maintenance of peace and good order
 - Other: _____
3. Employer shall pay Employee at an hourly rate of \$ _____. Payment to be made by check or direct deposit only.
4. Employer acknowledges and agrees that at all times during the period of employment, Employee is subject to all applicable rules and regulations of the Portsmouth Police Department.
5. Employer agrees to assume full responsibility for all payments associated with employment of the officer including all wages, worker’s compensation, if available or applicable, taxes and other activities associated with such employment.
6. The period of employment shall be: _____.
7. Either party may terminate this agreement at any time, with or without cause.

Employer Name (Print)	Title/Position	Employer Signature	Date
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Employee Signature	Date
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	Approved	Denied	ID# & Signature	Date	Comments
Immediate Supervisor	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
Sergeant	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
Lieutenant	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
Captain	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
Assistant Chief	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____
Chief of Police	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____

Special Conditions _____