



# EXHIBIT BOOTH SECURITY ORDER FORM

**SAN ANTONIO POLICE DEPARTMENT**

**OFF-DUTY EMPLOYMENT UNIT**

**200 E. MARKET STREET, SAN ANTONIO, TEXAS 78205**

**Office ( 210 ) 207-7020 Fax ( 210 ) 207-3314 E-Mail: SAPDODEU@SanAntonio.GOV**

Event and exhibit booth security in City facilities are provided exclusively through the San Antonio Police Dept. The current rate for an off-duty San Antonio Police Officer is \$36.98 for the first hour, \$29.98 for subsequent hours (three-hour min.). Rate increases generally occur in October of each year. This is a flat rate regardless of the time (rates may increase due to seasonal events). There is no charge for coordination and scheduling by the Off-Duty Employment Unit.

**The City of San Antonio observes a pre-payment policy.**

**The security invoice must be satisfied prior to the event. Payment must be made in the form of money order or cashiers check only.**

**If you wish to order Exhibit Booth Security, Please complete the following, and fax to our Office**

**Exhibiting Company Name:** \_\_\_\_\_

**Exhibiting Company Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Telephone # :** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**On-Site Contact Person:** \_\_\_\_\_

**Booth Number (s) & location in building (IE Booth 101 Exhibit Hall A):** \_\_\_\_\_

Start Date & Time \_\_\_\_\_ Stop Date & Time \_\_\_\_\_

Start Date & Time \_\_\_\_\_ Stop Date & Time \_\_\_\_\_

Start Date & Time \_\_\_\_\_ Stop Date & Time \_\_\_\_\_

Start Date & Time \_\_\_\_\_ Stop Date & Time \_\_\_\_\_

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Start Date & Time \_\_\_\_\_ Stop Date & Time \_\_\_\_\_

Start Date & Time \_\_\_\_\_ Stop Date & Time \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_