



ORANGE COUNTY SHERIFF'S OFFICE OFF-DUTY SERVICES APPLICATION INFORMATION

Types of Off-Duty Employment

Business – Deputies provide enhanced services for specific needs of the business

Courtesy Officer – Deputies live onsite within a community to provide enhanced services

Dignitary Protection – Deputies provide protective services for one or more individuals.

Homeowner's Association (HOA) – Deputies provide enhanced services for a specific community(s)

Individual – Deputies provide enhanced services for a personal event

Traffic Control/Safety – Deputies or Field Service Officers provide stationary traffic control and/or pedestrian safety services

Uniforms

Class A: Green long sleeve shirt, long pants, black tie

Class B: Green short sleeve shirt, long pants

Class C: Green short sleeve polo shirt, black shorts, black shoes

Specialty: Any uniform designed or configured for a specific function

Plain Clothes: Business professional attire to include blazer or suit jacket

Off-Duty Rates and Additional Fees

Off-duty fees are based on the Collective Bargaining Agreement between the Sheriff of Orange County and the Fraternal Order of Police. The rates charged for off-duty will be as follows:

- Minimum of \$45 per hour paid to the deputy (3-hour minimum for temporary jobs)
Please Note: Rates may be higher depending on current market rates and/or availability of personnel for the off duty position.
- \$6 per hour equipment usage fee.
- 7.65% of the earned income for administrative fees.
- An additional \$10.00 per hour will be charged on holidays.
- A cancellation fee of three (3) hours may be charged to an employer who fails to notify scheduled personnel that the job was cancelled.

Job coordinators/assistant coordinators may assess a fee for the time and effort involved to coordinate the job. This fee will be agreed upon with the employer prior to starting the job. The fee schedule will be based on the number of off-duty employment hours worked by off-duty deputies, per invoice period. The maximum rate for job coordinators/assistant coordinators fees will be as follows:

- 0-50.75 hours = \$50.00
- 51-100.75 hours = \$100.00
- 101-150.75 hours = \$150.00
- 151-200.75 hours = \$200.00
- 201-250.75 hours = \$250.00
- 251-300.75 hours = \$300.00
- 301-350.75 hours = \$350.00
- More than 351 hours = \$400.00

The Orange County Sheriff's Office may request payment before off-duty services are delivered.

Methods of Payment

- 1) Check/Money Order mailed to Orange County Sheriff's Office Fiscal Management, PO Box 1440, Orlando FL 32802
- 2) ACH/EFT Payments
- 3) Wire Transfers
- 4) Credit Card Payments processed through GovPayNet at <https://www.ocso.com/offdutypayment> (service fees apply)

Depending on the scope of the request, additional paperwork (i.e. alcohol license, Fire Marshal permit, MOT permit) may be required before the Off-Duty Services Application is processed. Failure to fully complete and submit all applicable paperwork may result in processing delays.

Completed application and any additional paperwork should be sent to SO-Off-DutyServices@ocsofl.com