



Security Request Form

Costley Mill Park – 2455 Costley Mill Road, Conyers, GA 30013 (770)-278-7209

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Security officers are required for all events where alcohol will be served, as well as private events with 100 people (including non-alcoholic events with at least 100 people). The Sheriff's Office will determine the number of deputies needed based on the size of the event.

Renter's Name/Name of Event: _____

Date of event: _____

Number of guests: _____

Reservation is from the time of _____ AM/PM until the time of _____ AM/PM

Arrival time of guests: _____

Departure time of guests: _____

Contact person: _____

Phone: _____

E-mail: _____

ALCOHOL CONSUMPTION

NO ALCOHOL CONSUMPTION

Security notes: (please provide any pertinent information for officers) _____

Security Officer Policy: The cost for having security officers at a private event is the responsibility of the renter/group holding the event. Deputies must be paid upon arrival.

Pay Rate: \$45 per hour for each deputy

Please indicate if deputies will be paid by cash or check _____

Renter's Printed Name

Renter's Signature

Submit form to: Investigator Candice Murphy/ candice.murphy@rockdalecountyga.gov

For Rockdale County Sheriff's Office Use Only

Hours for deputies are based on arrival and departure time of guests.

Number of deputies assigned: _____

Arrival time of deputies: _____ (arrival time is 15 minutes prior to guests arriving)

Departure time of deputies: _____ (departure time is 15 minutes after guests leave)

RCSO Signature/Authorized By:

Printed Name

Signature