



# Paid Duty Request

Peel Regional Police  
Central Paid Duty Unit  
[CentralPaidDuty@peelpolice.ca](mailto:CentralPaidDuty@peelpolice.ca)  
Phone: 905-453-2121 Ext. 4243  
Fax: 905-456-6175

Provide information for all sections of this request form. Also complete the [Credit Card Payment Authorization](#). Any omission of information may delay the request or may result in a denied request.

Date (YYYY-MM-DD): \_\_\_\_\_

Requestor's Name (Given Name Surname): _____		
Company Name: _____		
Company Address: _____		
Phone: _____	Ext. _____	Cell: _____

Invoice Recipient (Given Name Surname): _____	
Phone: _____	Ext. _____
Email: _____	

## Date(s) Required

Date (YYYY-MM-DD)	Number of Officers	Number of Cruisers	Start Time (HH:MM (24-Hour))	End Time (HH:MM (24-Hour))	Total Hours* (3-hour minimum)
			:	:	
			:	:	
			:	:	
			:	:	
			:	:	
			:	:	
			:	:	

**\*3-hour minimum applies to all paid duty requests**

## Nature of Duty

Traffic Direction                      Movie Shoot                      EDU Officer Required                      Security

Long/Wide Load Escort              Funeral Escort - Family Name: \_\_\_\_\_

Location: \_\_\_\_\_

Site Contact (Given Name Surname): \_\_\_\_\_ Phone #: \_\_\_\_\_

Reference #/Job #: \_\_\_\_\_

Duty Instructions (Please provide as much information as possible related to the request, including a detailed explanation of officer responsibilities and expectations, scope of work, vehicle routes, etc.):

By completing and submitting this form you agree to the Terms and Conditions as outlined on the [Paid Duty Request Terms of Agreement](#) located on the Peel Regional Police website.

**CANCELLATION POLICY**

A 3-hour minimum fee per officer, plus administration fees, will be charged for paid duties cancelled less than 24 hours before the start time of the duty. The Central Paid Duty office hours are Monday to Friday from 8am to 4pm (*except statutory holidays*). If you need to cancel a paid duty outside our normal business hours, you must call 905-453-3311 and ask the Switchboard Operator to transfer you to the on-duty Staff Sergeant at the division where your paid duty is located.