



# ALACHUA COUNTY SHERIFF'S OFFICE

PO Box 5489, Gainesville, FL 32627

*Funeral Escort Request*

|   |  |             |  |
|---|--|-------------|--|
| <b>DATE(S) OF THE DETAIL:</b>                                 |  |             |  |
| <b>BEGINNING TIME:</b>  |  |             |  |
| <b>ENDING TIME:</b>   |  |             |  |
| <b>NAME OF FUNERAL HOME:</b>                                  |  |             |  |
| <b>BILLING ADDRESS:</b>                                       |  |             |  |
| <b>EMAIL ADDRESS:</b>   |  |             |  |
| <b>PHONE NUMBER:</b>  |  | <b>FAX:</b> |  |
| <b>CONTACT PERSON:</b>  |  |             |  |
| <b>LICENSE/SUNBIZ NUMBER:</b>                                 |  |             |  |
| <b>ESCORT ORIGIN:</b>   |  |             |  |
| <b>ESCORT DESTINATION:</b>                                    |  |             |  |
| <b>ROUTE OF TRAVEL:</b>                                       |  |             |  |
| <b>NO. OF DEPUTIES REQUESTED:<br/>(MINIMUM OF 2 REQUIRED)</b> |  |             |  |
| <b>VEHICLE REQUEST:</b>                                       | No Preference – Marked or Unmarked (Vendor Initial) _____<br>Marked Vehicle Preferred (but not guaranteed) (Vendor Initial) _____<br>*Please note that the vehicle request will be considered by the Administrative Lieutenant within the Special Operations Division. The Administrative Lieutenant may allow deputies to staff the detail based on the need to fill the detail and the type of work being performed. |             |  |
| <b>ADDITIONAL INFORMATION:</b>                                | Escorting Deputies are only responsible for, and will only escort the front vehicles belonging to the funeral home and those vehicles directly behind them containing immediate family members. "Immediate family members" is defined as spouse, parents, siblings and children of the deceased.   |             |  |
| <b>AUTHORIZED SIGNATURE:</b>                                  |  |             |  |
| <b>COMPANY POSITION:</b>                                      |  |             |  |

**RATES**

Minimum of Three (3) Hours (for all personnel)

|  |                  |
|--|------------------|
| All Sworn Personnel  | \$57.00 Per Hour |
| Required Sergeant  | \$66.25 Per Hour |
| Required Lieutenant  | \$75.00 Per Hour |
| Field Service Technician <b>(Subject to Approval based on Event)</b> | \$36.00 Per Hour |

**The Special Operations Division Commander may require a minimum number of deputies be used depending on the nature of the event.**

**5 to 9 Deputies – Requires 1 Sergeant**  
**10 to 19 Deputies – Requires 2 Sergeants**  
**20 to 29 Deputies – Requires 3 Sergeants**  
**Every Three Sergeants – Requires 1 Lieutenant**

**If the Outside Employer wishes to cancel or delay their scheduled event, they are required to contact the Combined Communications Center at 352-955-1818 a minimum of three hours before the start time so that notification can be made to the deputy working the detail. If the outside employer fails to notify the Combined Communications Center, they will still be charged the three hour minimum.**

**PLEASE EMAIL ALL FORMS TO THE EXTRA DUTY COORDINATOR AT: [extraduty@acso.us](mailto:extraduty@acso.us)**

**AND CALL (352) 367-4054 WITH ANY QUESTIONS**