



MICHAEL A. ADKINSON, JR., SHERIFF
Office of the Sheriff, Walton County

Application for Extra Duty Detail
as provided for in Florida Statute 30.2905

Note: If you are an already established Employer skip to Part 2 unless you need to make changes in Part 1.

Return via Email to: kchamblee@waltonso.org

Part 1-

Requesting Extra Duty Employer (Name): Summer Stough
Name of the Business if applicable: The Tree House Episcopal Montessori School
Street Address: 480 N. County 393 City SRB State FL Zip 32459
Phone Number(s): Office- (850) 622-9171 Cell- (205) 903-0366
Location of Event if different from the business address: Dune Allen #43 Beach Access
Street Address in Walton Co: Hwy 30-A City SRB Zip 32459
Email address for Billing: summer@thetreehousectk.org

Payment: Payment is made directly to the Deputy that works for you and not the Agency. You can pay the deputy on scene after your detail if you elect to do so. I send Invoices every Monday morning for the previous week of Invoices created by the Deputies. I also keep W-9s on file for the Deputies. Payments can be mailed to their W-9 addresses or to: Attention - Sgt. Keith Chamblee, 752 Triple G Road, DeFuniak Springs, Florida, 32433

Part 2

Brief description of the detail requested: Beachside Bonfire
Fundraising Event for the School. Bonfire,
food + games for children. Entertainment.
Dates and Times for Extra Duty Detail: 4pm - 7pm
Point of Contact for the Extra Duty Detail: Summer Stough Cellphone: (205) 903-0366
Number of Deputies requested: 1 if more than 5 an Incident Commander is required.

All details are a four hour minimum. If your request is for less than four hours you still have to pay four hours.

Pay rates: \$30 per hour is the minimum rate

\$40 per hour for events requiring a County Permit. Incident Commander- \$50

\$50 per hour for County Permitted events held on Major Holidays. Incident Commander- \$65

Notice to Customers/Employers

The extra-duty employment deputies are at all times subject to the policies, rules, and regulations governing employees of the Walton County Sheriff's Office (WCSO). A customer has no authority over WCSO personnel and is restricted to providing only a general assignment of duties to be performed by extra-duty employment deputies. HOA rules, CAM rules, and rules established by private property owners **NEVER** supersede WCSO policy or procedures and employers of the extra-duty employment deputies should be so advised. Extra duty employment deputies remain under exclusive control of the WCSO and are accountable for strict adherence to WCSO rules and regulations. Any conflicting rules of employers of extra-duty employment deputies will be disregarded. The extra-duty employment deputies shall refuse to perform any duties deemed to be in conflict with guidelines established by the WCSO. As determined by the WCSO, extra-duty employment deputies may be recalled to on-duty status at any time for emergency or needed operations.

752 Triple G Road
133 Sheriff Drive

DeFuniak Springs, Florida 32433
Santa Rosa Beach, Florida 32459

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Telephone: 850.267.2000

Fax: 850.892.8422
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