



**MOUNT DESERT POLICE DEPARTMENT  
BAR HARBOR POLICE DEPARTMENT**

**James K. Willis, Chief of Police**



BHPD  
37 Firefly Lane  
Bar Harbor, Maine 04609  
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MDPD  
21 Sea Street, PO Box 248  
NE Harbor, ME 04662  
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[jwillis@mdplice.org](mailto:jwillis@mdplice.org)

**OUTSIDE DETAIL REQUEST FORM**

**Outside details involving traffic control, parking and maintaining order are charged at \$75.00 per hour with a 3 hour minimum.**

**Date of Event** \_\_\_\_\_  
**Time of Event** start \_\_\_\_\_ end \_\_\_\_\_  
**PERSON REQUESTING** \_\_\_\_\_  
**PHONE NUMBER FOR ABOVE** \_\_\_\_\_  
**ALTERNATE CONTACT AND PHONE #** \_\_\_\_\_

**LOCATION AND TYPE OF EVENT** \_\_\_\_\_

**DOES THIS EVENT INVOLVE THE USE OF PUBLIC SPACE? YES \_\_\_ NO \_\_\_**  
If YES, there may be a permit required. Have you applied for or obtained a permit from the town? YES \_\_\_ NO \_\_\_

**Approximate # of people attending the event** \_\_\_\_\_

**# OF OFFICERS REQUESTED** \_\_\_\_\_

**SPECIAL CONSIDERATIONS OR INSTRUCTIONS FOR THE OFFICERS**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BILLING INFORMATION**

**NAME & MAILING ADDRESS**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EMAIL ADDRESS FOR BILLING (optional)-** \_\_\_\_\_

**OFFICE USE ONLY – Amount Due** \_\_\_\_\_