

CITY OF BETHLEHEM  
POLICE DEPARTMENT  
COMMUNITY REQUEST FOR SERVICES

TYPE OF REQUEST OR EVENT:

TOUR   
LECTURE   
SECURITY SURVEY/RISK ASSESSMENT   
COMMUNITY EVENT \_\_\_\_\_  
OTHER \_\_\_\_\_

DATE OF REQUEST \_\_\_\_\_ RECEIVED BY \_\_\_\_\_  
SUPERVISOR'S APPROVAL \_\_\_\_\_ DATE \_\_\_\_\_

REQUESTOR'S NAME \_\_\_\_\_  
REQUESTOR'S ADDRESS \_\_\_\_\_  
ORGANIZATION OR GROUP NAME \_\_\_\_\_  
PHONE NUMBER OF CONTACT PERSON: (H) \_\_\_\_\_  
(W) \_\_\_\_\_ (P) \_\_\_\_\_ (C) \_\_\_\_\_

SERVICE REQUESTED FOR-DATE \_\_\_\_\_ TIME \_\_\_\_\_  
ATTENDEES \*\*\* ADULTS \_\_\_\_\_ CHILDREN \_\_\_\_\_ TOTAL \_\_\_\_\_

LOCATION OF SERVICES REQUESTED \_\_\_\_\_  
MATERIALS/GIVEAWAYS REQUIRED \_\_\_\_\_

OFFICER(S) ASSIGNED \_\_\_\_\_ DATE ASSIGNED \_\_\_\_\_

ASSIGNMENT COMPLETED-DATE: \_\_\_\_\_  
TIME STARTED \_\_\_\_\_ TIME ENDED \_\_\_\_\_  
NUMBER OF ATTENDEES-ADULTS \_\_\_\_\_ CHILDREN \_\_\_\_\_ TOTAL \_\_\_\_\_

OFFICER(S) PRESENT \_\_\_\_\_

INSTRUCTIONS \_\_\_\_\_

COMMENTS \_\_\_\_\_