

**Campus Public Safety Office**  
Service ♦ Resource ♦ Partnership ♦ Respect ♦ Commitment

Post Office Box 751  
Portland, Oregon 97207-0751  
503-725-4407 tel  
503-725-5593 fax  
cpso@pdx.edu

I, \_\_\_\_\_, hereby request that the Portland State University  
(Event Organizer)

Public Safety Office assign; \_\_\_\_\_ Campus Watch (CW) student(s) and/or \_\_\_\_\_  
(Number) (Number)

Uniformed Public Safety Officer(s) (PSO) to provide security services for

\_\_\_\_\_ on \_\_\_\_\_ at \_\_\_\_\_  
(Requesting Organization/Event) (Date-MM/DD/YYYY) (Time)

This event is to be held at \_\_\_\_\_  
(Location of Events)

The rate of pay for the above listed service shall be \$15/CW or \$35/PSO per hour. All CW and PSOs providing service must be on duty thirty (30) minutes prior to the start of the event and thirty (30) minutes after the event has ended. Final review and approval by Campus Public Safety for this request must be completed no later than two (2) weeks prior to the event date.

I hereby request the service, as listed above, and agree to the terms of this agreement. I also affirm that I am authorized to solicit services for the listed organization(s) requesting these services.

\_\_\_\_\_  
(Event Organizer/Index Code) (Date)

\_\_\_\_\_  
(Student Development Advisor) (Date)

\_\_\_\_\_  
(PSU CPSO Reviewed) (Date)

Official Use Only

CPSO Approved/Denied: \_\_\_\_\_ Initial: \_\_\_\_\_ Date/Time: \_\_\_\_\_

CPSO Security Meeting Date(s)/Time(s): \_\_\_\_\_

CPSO Security Meeting Date(s)/Time(s): \_\_\_\_\_