

## **Security Guard Contract**

Professional, uniformed and licensed security guards may be required if an event has a large number of minors attending, if crowd control may be an issue, if alcohol is being served, if public safety issues are expected, or if deemed necessary by the Santa Barbara Police Department. Additionally, if any equipment is left in an event location overnight, professional, uniformed and licensed security services will be required to guard it.

Professional security guards must be contracted through a security guard company with a valid Private Patrol Operator (PPO) license number and the guards must have valid guard card numbers. A copy of the security company contract showing the hours of service must be submitted no later than one week prior to your event as proof of compliance along with the PPO license number and the names and guard card numbers of the security guards. The role of the private security guard at a Special Event is to maintain order, to prevent damage and destruction to property, and to notify SBPD Officers of any unlawful, disorderly, or dangerous conduct at the Special Event.

## **Coordination of Police and Private Security**

The purpose of police presence during events is to ensure public safety and handle law enforcement matters only and should not be looked upon to provide services able to be handled by private security. The officer's role is to augment private security and respond to any emergencies which may require police presence.

Responsibilities of private security hired by the event organizer include, but are not limited to, checking IDs to prevent underage drinking, bag and security checks, managing capacity limits and denying entry. For more complex events, a pre-meeting can be conducted before the event to discuss responsibilities and conditions. An operational plan relating the event will be forwarded to the assigned officer(s) prior to the event. A contact person representing the event organizer must be at the event for its entire duration, and must have a copy of the Event Permit available for review.

Large-scale special events may be required to provide an Event Security Plan for review and approval.