



# NIXA POLICE DEPARTMENT

P.O. Box 395 / 715 W. Center Circle

Nixa, Missouri 65714

Emergency: 911 / Office: 417-725-2510 / Fax: 417-725-0915

www.nixapolice.com



### Instructions:

**Non-Host Ride-Along Requests:** Submit the completed request to the Administration Office for processing. **Application must be received at least one week prior to the time you desire to ride-along.** Requests not submitted at least one week prior to the desired ride-along date shall be at the discretion of the Chief of Police or his designee, as to whether the you will be allowed to participate in the Program.

**Officer Sponsored Ride-Along Requests:** Submit the completed request to the squad sergeant for approval. If approved, the squad sergeant will forward the completed request to the Administration Office for processing.

**News Media Requests:** Submit all news media ride-along requests to the Public Affairs Officer for approval. Final approval for all news media ride-along requests will be made by the Chief of Police.

**Background / Wanted Checks:** The Administration Office will be responsible for all Background/Wanted Checks.

**Rider Signature/Liability Release:** Assigned Officers are responsible for ensuring this request/liability release is signed prior to the beginning of the ride-along.

**Dress Code: Participants SHALL wear appropriate attire for the duration of the ride-along. This shall consist of casual skirts or slacks and blouses for women and casual slacks and shirts for men. Shirts shall have collars and sleeves. Sweats, shorts, or attire with vulgar, rude, or offensive logos are prohibited.**

Legal Name of Rider (Last, First, Middle):		Complete Address: (Street, City, State and Zip)	
Phone Number: (Area Code and Number)		Date of Birth:	
State and Number of Driver's License :		Email Address:	
Emergency Contact/Phone Number:		Relationship to Participant	
Has the Requesting Party Ridden Previously? <input type="checkbox"/> Yes <input type="checkbox"/> No - If "Yes" Has it been within the Last 30 days? <input type="checkbox"/> Yes <input type="checkbox"/> No Date of Last Ride-Along:			
Select one of the following statements that best describes the rider:			
<input type="checkbox"/> Law Enforcement Officer	<input type="checkbox"/> Citizen	<input type="checkbox"/> NPD Intern	<input type="checkbox"/> NPD Volunteer
<input type="checkbox"/> NCPAA	<input type="checkbox"/> City Employee	<input type="checkbox"/> <b>**News Media</b>	<input type="checkbox"/> Officer's Family
<input type="checkbox"/> Police Applicant	<input type="checkbox"/> College Student; School:	<input type="checkbox"/> Other (specify):	
Reason for Request:			
<b>Provide 3 dates that you would be available. (First Shift is 6am to 6pm / Second Shift is 6pm to 6am)</b>			
<b>Pick #1</b>	<b>Pick #2</b>		<b>Pick #3</b>
Date #1:	Date #2:		Date #3:
Shift Requested: <input type="checkbox"/> First Shift <input type="checkbox"/> Second Shift	Shift Requested: <input type="checkbox"/> First Shift <input type="checkbox"/> Second Shift		Shift Requested: <input type="checkbox"/> First Shift <input type="checkbox"/> Second Shift
Have you ever been arrested for a crime? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes: Date of Arrest: and Type of offense	
Have you received a traffic summons in the last 90 days? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Host Officer Requested:			



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### **\*\*News Media Request Information\*\***

Name of Requesting News Media Agency:

Requested Ride-Along Duration:

Specific Purpose for Ride-Along:

I, \_\_\_\_\_ acknowledge that I have requested permission from the Chief of Police of the Nixa Police Department to accompany Nixa Police Officers in the performance of their duties, both in police vehicles and outside of such vehicles. I have been advised of the various dangers involved in police work, and specifically advised that police cars are frequently operated under emergency conditions.

I have also been advised that accompanying police officers in the performance of their duties may frequently expose me to various perils to life and limb due to the actions of criminal suspects, prisoners, and other such persons.

Having been fully advised of the dangers inherent in the activities in which I propose to engage. I do hereby release, remise, give up and abandon each and every claim, cause of action, or other right which I may now or hereafter have against the City of Nixa, Missouri, or an officer, agent, employee, or servant thereof, or any department bureau, division, section, unit, or officer of said city, resulting or to result from my accompanying of Nixa Police Officers in the performance of their duties, whether in a police vehicle or any other situation. This release is given in consideration of my being allowed to accompany the Nixa police Officer. I agree, as condition of being granted these privileges, to promptly and expeditiously obey all orders of Nixa Police Officers.

**THE INFORMATION ON THIS REQUEST IS CORRECT.**

**I HAVE NEVER BEEN ARRESTED FOR A FELONY CRIME.**

**I ALSO UNDERSTAND I AM NOT ALLOWED TO CARRY ANY WEAPONS OR USE ANY TYPE OF RECORDING DEVICE DURING THE RIDE ALONG.**

**I certify that I have fully read and understand the provisions of this release, which is, executed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.**

Signature of Requesting Party:

Date:

Witness:

Date:



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## OFFICE USE ONLY

### Officer Sponsored Requests

Background/Wanted Checks Performed?  Yes, Information Attached  No

Request is:  Approved  Denied Request Approved by:

Special Instructions:

### News Media Requests

Background/Wanted Checks Performed?  Yes, Information Attached  No

Request is:  Approved  Denied Supervisor Approval

Request is:  Approved  Denied Request Approved by: Chief of Police (or Designee)

Special Instructions:

### Host Officer: Complete the following information and return to the Program Supervisor after the ride has been completed.

Name of Host Officer:	DSN:	Time In	Time Out	Date:	
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Notes:




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## NIXA POLICE DEPARTMENT RIDE-ALONG GUIDELINES FORM

The work and activities of law enforcement officers is inherently dangerous. Strict adherence to the following guidelines is necessary in order to safeguard participants and to minimize the possibility of interference with normal Department activities and obligations. Participants will:

1. Report to the Police Department at 715 W Center Circle, Nixa, MO at the scheduled date and time
2. Present a neat and clean appearance and wear appropriate apparel, which will consist of pants, shirts with a collar and sleeves. Dresses, skirts, t-shirts, tank tops, sandals, thongs, or high heels are examples of unacceptable attire. Clothing or jewelry that could be offensive to the public, the department, or the city will not be allowed. Tattoos that could be offensive will be covered during the ride-along.
3. Wear no headgear or clothing that could create a perception that the ride-along is a law enforcement employee. This includes police logos, patches, badges, insignia, writings, words, phrases, or pictures, Sam Browne belt, basket weave leather, flashlights, handcuffs, or any other police-related equipment.
4. Will not participate while carrying a firearm. This does not apply to individuals possessing a commission from an outside law enforcement agency whom have received authorization from the Chief of Police or their designee to carry concealed during the ride along. In addition, outside officers shall not display any article of clothing that readily identifies them as a law enforcement officer.
5. Not possess or use cameras, video equipment, or other recording devices during the ride-along.
6. Provide the assigned officer with proper identification prior to the ride-along.
7. Provide for own meal during the ride-along if applicable.
8. Follow instructions of the assigned and other officers for your safety.
9. Not participate in any police action or act in a police capacity.
10. Not converse with prisoners, suspects, witnesses, victims, media personnel, or other persons contacted during ride-along unless directed by the assigned officer.
11. Not interfere with assigned officer while he is conducting police activities. While you are encouraged to ask questions, please do so at the appropriate time.
12. Wear safety belts at all times while the police vehicle is in motion.
13. Stay in the police vehicle unless otherwise instructed.
14. Any deviation from these guidelines or the assigned or another officer's instructions may result in the immediate termination of the ride-along's participation.