

CONSOLIDATED CITY OF JACKSONVILLE  
**OFFICE OF THE SHERIFF**

**OBSERVER PROGRAM REQUEST/RELEASE FORM**

This completed form must be submitted to any Zone Substation at least 3 days prior to the ride-along.

**OBSERVER PERSONAL DATA** (Text/Print legibly in ink) APPLICATION DATE: \_\_\_\_\_

NAME \_\_\_\_\_ RACE \_\_\_\_\_ SEX \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

ADDRESS \_\_\_\_\_ Phone # (    ) \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DL#/ID CARD# \_\_\_\_\_

PLACE OF EMPLOYMENT/ SCHOOL \_\_\_\_\_

REASON FOR RIDING \_\_\_\_\_

**PERSON TO NOTIFY IN CASE OF AN EMERGENCY**

NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_ PHONE # (    ) \_\_\_\_\_

**OBSERVER RELEASE FROM LIABILITY**

I, the undersigned, for and in consideration of the educational benefits or other good and valuable considerations, including the privilege to ride in a police vehicle, receipt of which is hereby acknowledged from the City of Jacksonville, its Sheriff's Office, the Sheriff of Duval County, or their employees, do hereby for myself and my heirs, executors, administrators, personal representatives and assigns, covenant and agree never to make any demand or claim or to commence or cause to be prosecuted any action in law or equity or any proceedings of any description against the City of Jacksonville, its Sheriff's Office, or assigns for any personal injury, disability, property damage, loss of services, expense, loss or damages of any kind that we, or either of us, may sustain from riding in a police vehicle, or engaging in any other activity while participating in the Observer Program.

(Notarization for observer under 18 years of age)

**OBSERVER SIGNATURE** X \_\_\_\_\_

(READ AND SIGN BACK OF FORM)

**WITNESS** \_\_\_\_\_

**NOTARY PUBLIC**

Sworn to and subscribed before me this \_\_\_\_ day  
of \_\_\_\_\_

**WITNESS** \_\_\_\_\_

(Parent or Guardian, if under 18)

(Employee's Supervisor if Sheriff's Office Employee)

My Commission Expires \_\_\_\_\_

**FOR ZONE OFFICE USE**

<b>APPROVALS:</b>					<b>OBSERVER ASSIGNED TO RIDE WITH OFFICER:</b>				
SGT.	ID#				OFC.				
LT.	ID#				ZONE:	WATCH:	DATE(S):		
LOCAL CRIMINAL HISTORY/MNI CHECK		DATE:	BY:	ID#					
COMMENTS:									
NATIONAL CRIMINAL HISTORY CHECK		DATE:	BY:	ID#					
COMMENTS:									

**OBSERVERS SHALL ABIDE BY THE FOLLOWING RULES:**

- A. Observers shall report to the appropriate Zone Substation 15 minutes prior to roll call.
- B. Observers shall wear casual business attire and be neat and clean in appearance. Observers not appropriately attired will not be allowed to ride. Decisions regarding questionable attire or appearance shall be made by the Watch Commander.
- C. Observers have no police authority and are under direct authority of the police officer to whom they are assigned.
- D. Observers must be physically able to perform the observation function without assistance from the host officer. Observers shall not interfere with any police officer performing their duty.
- E. Observers shall not:
  - 1. Become involved in any investigation,
  - 2. Handle evidence,
  - 3. Discuss any case with victim(s), witnesses and suspect(s), or
  - 4. Handle police equipment without authorization from the officer.
- F. Observers shall abide by their host officer's decision as to whether or not they will be allowed to exit the vehicle and observe particular calls for police service.
- G. Observers are allowed to take notes, but shall not bring nor use tape recorders, cameras, or video equipment (credentialed media representatives may be exempt from this rule and must contact the Public Information Office at 630-2133 to request a ride-along as an observer.)
- H. Observers are to understand that they may be called to court as a witness as a result of participating in the program. Observers may be privy to confidential information or information that relates to a juvenile and acknowledge that such information must remain strictly confidential as required by applicable laws.
- I. Observers, host officers, a supervisor, and/or the Watch Commander may terminate the ride-along at any time it is deemed necessary to benefit the observer and/or the Sheriff's Office.
- J. Observers, once approved, are permitted to ride one time within any two week period unless otherwise approved by a Chief of Patrol or higher authority. The Observer Program Request/Release Form (P-0595) is valid for a 14 day period.
- K. **All Observers shall be unarmed, with no exceptions.**

**I AGREE TO ABIDE BY THE ABOVE**

**OBSERVER SIGNATURE** \_\_\_\_\_ **DATE:** \_\_\_\_\_