



Security Detail Information

As stated in the Policy Packet under section 4 & 5:

4. Pour Toujours – Event Center provides personnel at its facilities for general supervision. Pour Toujours – Event Center provides no assistance for set up of special equipment such as audio visual, special lighting, decorations, etc. **There will be certain events that will require additional supervision, security or maintenance personnel. The person/organization scheduling events that are identified as requiring additional security will be notified of this fact at the time of notification of approval of the application. The number of security personnel required will be determined by the Kenner Police Dept. Pour Toujours – Event Center will arrange for security at which time the promoter will be notified of the cost.**

5. The following are identified as some of the events that require security:

- a) Dances involving any age group.
- b) Teenage social events, regardless of number of participants.
- c) Any event where alcohol is served.
- d) Graduation parties for college, high school, junior or middle school.
- e) Events where more than 50 people will be in attendance.
- f) Any other event for which the City of Kenner deems security is necessary.

The following rates apply to security services:

1. **Payment Terms:** Payment for security services will be invoiced using the card on file **one week prior** to the scheduled event. Should the event duration exceed the originally contracted hours, the card on file will be charged for the additional time within **24 hours** following the event.
2. **Standard Rate:** The cost of security detail is **\$40 per hour**, with a **minimum** requirement of **4 hours**. This means that for events lasting less than 4 hours, the minimum charge will still apply.
3. **Holiday Rate:** On recognized holidays, the rate for security detail increases to **\$60 per hour**. If an event is held on the eve of a holiday and extends past midnight, the holiday rate will apply to all hours worked after midnight.

The following page is a list of holidays recognized by the KPD



Keith A. Conley
Chief of Police

Kenner Police Department

GENERAL ORDER

October 20, 2023

2024 PAID HOLIDAY CALENDAR

The following dates will be observed as paid holidays for all full time employees.

New Year's Eve (Observed)	Monday, January 1, 2024
New Year's Day (Observed)	Tuesday, January 2, 2024
Martin Luther King Day	Monday, January 15
Lundi Gras	Monday, February 12
Mardi Gras	Tuesday, February 13
President's Day	Monday, February 19
Good Friday	Friday, March 29
Memorial Day	Monday, May 27
Juneteenth (Observed)	Wednesday, June 19
Independence Day	Thursday, July 4
Labor Day	Monday, September 2
All Saints Day	Friday, November 1
Veterans Day (observed)	Monday, November 11
Thanksgiving Day	Thursday, November 28
Acadian Day	Friday, November 29
Christmas Eve (Observed)	Tuesday, December 24
Christmas Day (Observed)	Wednesday, December 25
New Year's Eve	Tuesday, December 31
New Year's Day	Wednesday, January 2, 2025

Keith A. Conley
Chief of Police

KAC/td