



## Departmental Police Service Dog Policy Review and Consultations

Whether you have a seasoned police service dog unit or you are just starting out, we provide police service dog unit policy review and consulting services. We review your policy for compliance with:

- Federal law and case law
- State statute and case law
- Local and municipal ordinances
- United States police service dog industry standards

### Departmental Review and Consultations Fee Schedule

The following fees shall apply:

- Retainer Fee: \$150.00
- Research and Consultation Time: \$75.00/Hour
- Cancellation: \$75/Event + Costs

### Explanation of fees

**Retainer fee:** minimum mandatory fee for the first two- (2) hours of services. The first two- (2) hours will be billed and deducted from the retainer fee. Any and all subsequent fees will be billed at the applicable rates as listed above.

**Research and consultation time:** activities associated with analyzing, research, preparation and production. Included in this category are (not all inclusive);

- Review of department documents and policies.
- Meetings, report writing, or teleconferencing.
- Production of documents, exhibits, or displays.
- Site surveys, photography or analysis.

**Travel time (outside Chicago, Illinois area):** travel time from Bartlett, Illinois to your locations, and return.

### Expenses: actual costs & per diem

- Car rentals, gas, taxicab fares
- Airfare (business class – Chicago, Illinois to your destination)
- Lodging
- computer charges, telephone, cancellation
- fees, miscellaneous expenses and
- per diem of \$200 per day

**Cancellation Policy:** any cancellation of a scheduled event with less than 72-hours notice and any related cancellation costs. Note if this is within the retainer period, each event will be billed off the retainer.