

Order for Security Service

Date of order:	
Customer information	
Responsible department FSG	
Department:	Contact person:
External company:	
Company name:	
Street, number.:	Country:
Contact person:	Telephone:
Email:	
Order title: to be designated by FSG	
Date of service: from _____ until _____	Time: from _____ until _____ (Up to 4 hours a flat rate (4 hourly rates) will be charged, after that each hour or part thereof will be billed)
Meeting point (please indicate exact location)	
Reason for service (please describe in detail)	
Location of service (please attach map if possible)	
Type of service (check all that apply) Number of security staff:	
<input type="checkbox"/> Guarding open doors/ gates (land/air side border)	
<input type="checkbox"/> Monitoring of _____ persons without ID card	
<input type="checkbox"/> Escort of vehicles	
<input type="checkbox"/> Event (security staff: _____ Persons/ LSKK: _____ Persons: _____)	
<input type="checkbox"/> Guided airport tour see attached information	
Additional tasks:	
<input type="checkbox"/> Use of prohibited items (e.g. screwdriver, drill, saw,...)	
<input type="checkbox"/> The employees work for:	
<input type="checkbox"/> Personal safety equipment required e.g. safety helmet	
<input type="checkbox"/> Vehicle (if required) <input type="checkbox"/> day <input type="checkbox"/> hour from _____ until _____	
Invoice/billing (must be complicitatet)	
<input type="checkbox"/> Cost center (Kst: _____)	
<input type="checkbox"/> Project (PSP: _____)	
<input type="checkbox"/> Order number (PM: _____)	
<input type="checkbox"/> invoice address for special services:	
Name of company:	
Order number:	
Street, number:	
Country:	

Please order at least 24 hours in advance

(to be competed after security service)

Actual time of service: Date _____ from _____ until _____ o'clock

Signature customer

Signature security staff

Signature security supervisor

Note for external parties:

The hourly rates result from the fee schedule of Stuttgart Airport.
The following billing rates apply to the ordered monitoring and control tasks as agreed between the parties:

Accesses control/security tasks

Security guard up to 4 hours	190,00 €
Hourly rate per security guard for each additional hour or part thereof	50,00 €
Night surcharge per hour or part thereof during the night (from 21:00 till 06:00)	3,50 €
Sunday and public holiday surcharge per 1 hour or part thereof	7,90 €
Alarm tracking per incident	70,00 €

Vehicle use for security

Per 1 Hour	10,00 €
Maximum daily flat rate	50,00 €