

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:	
☐ Guarding open doors/ gates (land/air side border)	
☐ Monitoring of persons without ID card	
☐ Escort of vehicles	
☐ Event (security staff: Persons/ LSKK: Persons:	
☐ Guided airport tour see attached information	
Additional tasks:	
☐ Use of prohibited items (e.g. screwdriver, drill, saw,...)	
☐ The employees work for:	
☐ Personal safety equipment required e.g. safety helmet	
☐ Vehicle (if required) ☐ day ☐ hour from until	
Invoice/billing (must be completed)	
☐ Cost center (Kst:)	
☐ Project (PSP:)	
☐ Order number (PM:)	
☐ invoice address for special services:	
Name of company:	
Order number:	
Street, number:	
Country:	

Please order at least 24 hours in advance

(to be completed 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 €