

	GAITHERSBURG POLICE DEPARTMENT		
	Internet Purchase Exchange Location		
	GENERAL ORDER 1204.1	Related CALEA Standards:	
Effective Date 10/26/2016	None		
Authorized by: Mark P. Sroka CHIEF OF POLICE	SIGNATURE <i>Mark Sroka</i>	DATE 10/26/2016	

PURPOSE:

In a proactive effort to safeguard our citizens and in accordance with our Community Policing philosophy, the Gaithersburg Police Department is welcoming the public to the police department to close their online purchasing transactions in a safe environment.

The public can take advantage of the police station’s lobby or public parking lot that is under the watch of surveillance cameras to meet and handle their online initiated merchandise transactions. The exchange location in the police station parking lot will be designated with the following sign:



PROCEDURE:

1. During the transaction process, Department personnel shall not officiate, broker, or act as an official witness to the transaction(s).
2. Department personnel shall not provide legal advice or settle civil disputes arising out of or related to the transaction unless an emergency unfolds requiring direct law enforcement assistance or intervention.
3. Identification does not need to be displayed by members of the public using the “Internet Purchase Exchange Location” parking space unless the property is deemed to have been reported stolen or unless an emergency arises which necessitates law enforcement intervention.
4. The “Internet Purchase Exchange Location” shall not be offered to individuals whose transactions involve the sale of any contraband, guns, stolen property or illegal items.
5. Appointments will not be necessary.