

Court Ordered Community Service



Community service at CentrePeace is available for the following individuals:

- Those who are age 18 and older.
- Applicants who have not committed a violent crime against a person or property.

The application process is as follows:

- Community Service Application must be received by the Operations Manager at CentrePeace before you are added to the work schedule.
- Applicants must schedule their work hours and notify the CentrePeace Operations Manager with any schedule changes.

Community Service is available Monday—Saturday from 8:00 am to 4:00 pm. You will receive a letter of completion once you have completed all of the necessary hours. If you do not complete the hours or are a no call/no show for your hours the Court will be notified. **It is YOUR responsibility to file all paperwork with the courts. CentrePeace does not file paperwork for you.**

First Name: _____

Last Name: _____

Address: _____

City _____ State _____ Zip Code _____

Date of Birth: _____ Cell Phone: _____

Email: _____

How many hours of Community Service do you need? _____

Court issued date for completion of Community Service hours: _____

What days and times are you available?

Court Ordered Community Service Rules and Regulations:



If any of the rules on this application are not followed, you will be asked to leave the work-site and no service hours will be awarded. Plus, you may receive additional hours from the Courts as a consequence to your actions.

- Appropriate dress is required when working. This means no sagging, no half-shirts, no tank tops and not shirts with political or inappropriate statements. Undergarments (underwear and bras) cannot be seen. No sandals or cros. Belts are required if pants are baggy. All clothing must be clean and in good repair, no holes, no rips, no tears (even if you bought it that way).
- No smoking, vaping or chewing tobacco is allowed regardless of your age.
- Cell phone use during Community Service hours is strictly prohibited. You may check your phone during your breaks. If there is an emergency where your someone needs to reach you they can phone the store.
- Any illegal contraband will be turned over to law enforcement for processing criminal charges.
- No weapons of any type may be in your possession.
- No late show-up. No swearing or insubordination (talking back to your supervisors). No demeaning comments to Staff, Volunteers, Trainees (CCCF Inmates) or Customers are allowed.

By signing below I acknowledge that I have read the rules and agree to comply with as part of my Community Service. I understand that if I break any of the rules a letter of completion will not be given to me and the Courts will be notified that I have not completed my obligation.

Applicant Signature

Date

CentrePeace Office Manager Signature

Date

COMMUNITY SERVICE

Name:

Due Date:

Date	Time In	Time Out	# of Hours Worked	Supervisor Signature
TOTAL COMPLETED				

Bring this page with you each time you work. It is your responsibility to get a signature to verify hours you have worked.

Turn this form in to the Operations Manager when your hours are complete. You will be given a letter of completion to give the courts.



CentrePeace
Restoring Lives

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