

COMMUNITY SERVICE WORK
SERVING 67TH DISTRICT COURT
AND FAMILY COURT



Clients Name: _____
Address: _____
City: _____
Agency Name _____
Agency Phone: _____

Case Number: _____
Charge: _____
No. of Hrs Assigned: _____
Due Date: _____
*due one week prior to court date

Do keep an accurate account of your community service work hours along with your community service work supervisor. Your verification should include the dates and times that you worked.	Do sign in and out every time you do community service work.
Do turn in verification of completed hours no later than one week before your return to court date. All hours will be verified.	Do use the timesheet provided on this website or the agency's letterhead for verification of hours worked
Do make sure your community service work supervisor has signed the verification of hours worked and that there is a telephone number to contact your supervisor.	Do comply with the above rules. Otherwise, the court will be notified and you may be ordered back to court.

Date	In	Out		Date	In	Out
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Sub Total: _____

Sub Total: _____

Total Hours Completed: _____ Confirmed By: _____

Additional Comments: _____