

Community Service Intake Form

Name _____ DOB _____

Medical Disabilities/Problems _____

Offense _____ Citation _____

Community Service Responsibilities and Requirements

1. You must complete no less than (8) hours of community service work each consecutive week. Of course, you may do more each week to finish sooner.
2. Your community service must be accomplished with a positive and cooperative attitude and the work should be accomplished on the established schedule with quality workmanship.
3. Failure to show up for community service will not be tolerated without prior approval. This includes being late or leaving early. You must report to the on-site supervisor when you arrive or leave site.
4. Any unexcused absence, failure to perform work as instructed, insubordination, intoxication, illegal drug use, or any act disruptive to the work crew will result in you being immediately dismissed from the work detail, and the reason for dismissal reported to the sentencing Judge.
5. No one except the sentencing Judge and the Probation Officer has the authority to excuse you from community service work.
6. The only acceptable excuse is a written doctor's excuse that has been verified by your Probation Officer. Other excuses will only be accepted after the facts have been verified.
7. You are responsible for providing your own transportation to your community service site.
8. Clothing requirements should be based on weather, type of service, and site location.
9. Problems that arise while performing community service should be brought to the attention of the on-site supervisor.

I certify that the information in this document is true to the best of my knowledge. I further certify that I accept placement in a community service agency to perform community service and I understand my responsibilities for proper performance of community service work. I authorize PPS, Inc. to release the above information to the agency to which I am assigned to perform community service work. I understand that this consent shall expire upon my satisfactory performance and completion of court-ordered community service hours. I further, understand that this consent may not be revoked by me until there has been a formal and effective termination or revocation of my probation.

Consented on _____

Probationer

Witness

**State of Georgia
Stonecrest Municipal Court**

Community Service Agreement

1. Probationer agrees to perform community service for any court approved agency as part of a sentence. For the purpose of this Agreement, AUTHORITY means the Stonecrest Municipal Court and its subsidiaries, and any court approved community service agency, its employees, agents, or supervisors including his /her successors in office.

2. The PROBATIONER Covenants, Agrees and Promises the following:

- a. I will perform such community service in a proper and workmanlike manner.
- b. I will assume liability for any bodily or personal injury received as a result of performing community service. I will not institute any proceedings against the AUTHORITY or its Officials, Probation Officials or any Federal Court, Administration Court or Worker's Compensation Board because of any injury arising out of this community service or because of any injury while going to or from any location where such community service is or is to be performed.
- c. I will not be considered an employee of said AUTHORITY while performing such community service and understand I am not to be paid any compensation whatsoever for the community service performed.
- d. I herein declare no disability or handicap which will prevent the performance of my assigned community service hours. I will promptly provide to the court written documentation which describes any disability or handicap should such occur in the future. Exemption from community service can only be declared by the Court.
- e. I understand that if I do not satisfactorily perform community service, my sentence imposed by the Court may be revoked.
- f. I understand and have reviewed the conditions agreed to by the AUTHORITY.
- g. I understand that I am to complete of community service.

In witness whereof, Probationer has here onto set his hand

On _____

Signed in the presence of:

Probationer

Witness