



Fee Paid: _____

Vetting sent: _____

Approved: _____

Name: _____

Date: _____

Mandatory Community Service Application

The Samaritan Center welcomes volunteers, including those who are required to fulfill court-ordered community service hours. While opportunities are open to such volunteers, we do NOT accept all charges so it is important that you contact our office before you begin your hours. To be eligible to use The Samaritan Center as a source for completing community service and for your hours to be counted, you must:

1. Sign The Samaritan Center Community Service Acknowledgment.
2. Display a picture ID of which a photo copy will be taken.
3. Submit written official confirmation of the number of community service hours to be completed, the date they are to be completed by, and the name and address of the agency to which you report.
4. Submit written official confirmation of the MISDEMEANOR for which you must complete community services hours, including any charges against you. (We do NOT approve hours for felony offenses, nor do we approve hours for every type of charge.)
5. Upon arrival at the Samaritan Center, let the supervisor know you have arrived and sign in on the log sheet.
6. Before leaving The Samaritan Center for the day, notify the supervisor that you are leaving and be sure to sign out on the log sheets.

*** REMEMBER to sign in & out each time you volunteer. Your hours will not be counted for the day if you forget to sign in or out. You are ONLY allowed to sign in and out on the day you are on site.



Community Service Form

Forms that you may need to have completed by The Samaritan Center personnel

If you have a Community Service Form that needs to be signed/initialed verifying your attendance and hours for the day, the supervisor on duty will sign it for you. **THE SUPERVISOR WILL SIGN/INITIAL YOUR FORM ONLY ON AND FOR THE DAY YOU ARE ONSITE.** If you failed to complete the Samaritan Center log sheet, the supervisor will not sign your form. This is **YOUR** responsibility.

What to do once you complete your hours:

Once your hours are complete, request a letter of completion. At least 3-5 business days may be needed for us to produce a letter on Samaritan Center letterhead confirming your volunteer hours, so plan accordingly.

***Please note: The Samaritan Center reserves the right to terminate the agreement for community service if the participant is in any way unproductive, disruptive, or in any other way negatively impacts the accomplishment of the daily goals.

Community Service Acknowledgement

Please complete the following information below regarding your required hours that need to be served. This is for our records only and will be kept confidential.

Number of community service hours to be completed: _____

Last day to complete community service hours: _____

Type of Community Service (please check one):

_____ Court Ordered Community Service

_____ Please provide a brief description of any other.



Community Service Form

The Agency requiring me to complete and report these hours is as follows:

Name _____

Address, City, State, Zip _____

Contact Person _____ Phone Number _____

I, (Print Your Name) _____, having been required by _____ to complete court ordered community service do hereby acknowledge that I have received a copy of, read and understand The Samaritan Center guidelines for community service. I also affirm that I will abide by The Samaritan Center community service guidelines. Everything I have written here is true to the best of my knowledge.

Signature: _____ Date Signed: _____

Date of Birth: _____

Street Address: _____

City, State, Zip Code: _____

Phone Number: _____

OFFENSES WE DO NOT ACCEPT:

- Felony charges
- Any sex related crimes
- Internet crimes
- Acts of violence
- Most theft crimes