



SANTAQUIN GOSHEN GENOLA JUSTICE COURT

275 WEST MAIN ST, SANTAQUIN UT 84655

801 754-5376 jcsantaquin@utcourts.gov

COMMUNITY SERVICE TIME SHEET

Defendant _____

Hours Per Month _____

Case Number _____

Completed By _____

This person has been ordered by this court to work the number of hours stated above for a nonprofit public agency and requests that you accept his/her service. The defendant has been instructed to contact you and present this form and to abide by the schedule and arrangements agreed upon.

It is his/her responsibility to complete this assignment in accordance with the work schedule that you provide for him/her and upon its completion have this signed by you. He/she is then to return this form to the Court on or before the completion date specified above. It is his/her responsibility to arrange with the Court for any extension of time that may be necessary.

	Dates Worked	Hours	Job Description
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

It is the defendant's responsibility to return this form to the court. On the last day work is completed, have the supervisor fill out the information below, and return this original form to the court. If this form is not returned – no credit can be given for the hours worked.

Supervisor: When the work has been completed, please fill out business information, sign below, and return the timecard to the defendant.

Date: _____

Supervisors Name: _____

Please Print Name

Business Name/Telephone#: _____

Supervisor Signature: _____

COMMUNITY SERVICE
NON-PROFIT ORGANIZATIONS

- AGAPE Community Center**
765 E 100 n, Payson 801-885-5523
- American Red Cross**
865 North Freedom Blvd., Provo 801-373-8580 ext 6
Will not qualify if less than 100 hours ordered.
- Community Action Services Food Bank**
815 So. Freedom Blvd., Provo 801-373-8200
volunteer@communityactionuc.org
No restrictions based on type of charge.
- Food & Care Coalition of Utah Valley**
299 East 900 S, Provo 801-373-1825
volunteer@foodandcare.org
No major theft, drug related, gang related, sexual abuse related charges.
- Habitat for Humanity of Utah County**
340 South Orem Blvd, Orem 801-344-8527 ext 105
Contact: LeAnn
BRING COURT PAPERS FOR SCREENING
No theft or sexual offenses.
- Peteetneet Museum**
10 North 600 East, Payson 801-465-5265
Contact: Janene Dean
- Recreation & Habilitation Services-RAH**
815 North 800 West, Provo 801-374-8074
- Spanish Fork Restore**
253 West Arrowhead Trail, Spanish Fork 801-877-0202
No sexual offenses. Retail theft charge - must be approved by supervisor.
If under 18, needs parent, guardian or court supervision.
- United Way of Utah County**
148 North 100 West, Provo 801-377-6600
They will provide packet of places where community service available. Packet can
also be found at: www.unitedwayuc.org/get-involved/court-appointed-service
YOUR RESPONSIBILITY TO MAKE SURE IT WILL BE DIRECTLY SUPERVISED

**All community service hours must be directly supervised
and must not be a take home project.**