COMMUNITY SERVICE TIME SHEET

Date Assigned: _____

City of Cottonwood Shores Municipal Court
Address: 3808 Cottonwood Drive
Cottonwood Shores, TX 78657
Telephone: 830-693-3830
Fax: 830-693-6436

Name of Defendant Performing Community Service: _____
Total Hours Assigned: _____ To be completed by: _____, 2018
DOB: _____
Cause Number(s): _____

Date	Time In	Time Out	Total Hours	Name of Provider / Business / Organization	Contact Phone Number	Supervisor Name	Defendant=s Initials

Community Service Rules

While performing community service, I will:

$ Contact the provider I choose to arrange community service as soon as possible;
$ Arrive on time;
$ Obey the site supervisor;
$ Not use abusive language;
$ Not deliberately destroy or deface any tools or property;
$ Never accept any tips or cash from anyone in association with my community service;
$ Not leave the worksite without permission;
$ Wear appropriate clothing to work;
$ Apply for authorization for extension of time if needed;
$ Contact the Municipal Court with any questions.
$ Not carry any sort of weapon;

Finally, I understand that failure to follow there rules will result in a warrant being issued for my arrest and may result in my incarceration

I certify that the above record is a true representation of the number of hours worked for the above period by_____.

Approved by_____
Community Service Provider Representative

_____
Signature of Defendant Performing Community Service

WARNING: Filing false information with the Court is a Class A misdemeanor punishable by up to one year in jail and a maximum fine up to $4,000.00