

**JUVENILE COMMUNITY SERVICE PROGRAM
ENROLLMENT AGREEMENT**

Name: _____

Case #: _____

Mailing Address: _____

Hours: _____

City/State/Zip: _____

Home Phone: _____

Employed: _____

COMMUNITY SERVICE PROGRAM REQUIREMENTS

You are required to complete the assigned hours by _____. Court assigned completion dates **cannot be extended by this Department.**

As a part of the Community Service Program **YOU** are required to:

1. Contact a **Not for Profit Organization**, arrange your work schedule and should you not be able to work the assigned schedule, notify the assigned agency
2. To wear appropriate clothing for the assigned job.
3. To use tools and equipment in a responsible manner and use appropriate safety equipment.
4. Visitors, children or pets are not allowed. The use of the telephone shall be limited to emergency situations.
5. Work site rules governing starting times and breaks are the same as for employees.
6. You are responsible for your time sheets. Be sure the time sheet is completed correctly reach day, time worked signed and dated by an authorized person. You are responsible for the return of the completed time sheet to the Probation Department, not the agency.
7. **You are responsible for the return of the completed time sheet to the Probation Department.** If you want a copy of your time sheet you must make your own copy. The completed time sheet must be returned by the assigned deadline.

Medical Information: Do you have any condition or physical limitation which would prevent or limit your participation in this program? Not disclosing a physical limitation or disability, may result in termination from the Program.

Limitations: _____

I have read and agree to the above rules and conditions

Signed: _____ Date: _____