CITY OF ALLEN
MUNICIPAL COURT

301 Century Parkway
Allen, Texas 75013
214 509 4380

COMMUNITY SERVICE LOG

Name of Defendant Performing Community Service:_____DOB: _____

Case Number: _____ Date Assigned: _____

Defendant is ordered to complete _____ hours of community service by _____

You, the above-named Defendant, are responsible for:

1. Completing your community service at a Non-Profit Agency or Organization.
2. Contacting the provider and arranging your community service as soon as possible.
3. Arriving on time, obeying the site supervisor, and following the rules of the worksite.
4. Recording the hours you work.
5. Obtaining ALL information and signatures on each line.
6. Submitting this log, on or before the due date, to the Municipal Court once all hours are completed.
7. Contacting the Municipal Court with any questions.

Date	Agency/Organization	Hours	Contact Name (Please Write Clearly)	Phone Number	Supervisor Initials

I, _____, do swear or affirm, under penalty of perjury, that the information above is true and correct.

_____
Signature of Defendant Date

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.

COURT OFFICER USE ONLY

Verified By: _____ Date Verified: _____