

**MILLIKEN COMMUNITY COURT PROGRAM**

**INSTRUCTIONS FOR USEFUL PUBLIC SERVICE**

1. Contact any non-profit 501(c) organization, school, church, or governmental entity (library, town, public works, etc) to make arrangements to perform your Useful Public Service. You CANNOT perform Useful Public Service online and you CANNOT do public service hours for family members, neighbors, or for-profit businesses.
2. Completely fill out the form below, including the phone number for the person for whom you did the work. Document the hours you worked and have the person who supervised your work print their name and phone number on the log after you have completed all your hours.
3. Return this form to the address above before your next scheduled Court date or bring it with you to court on your next scheduled court date.
4. **Please be aware that the Court verifies all useful public service.** If you have questions, contact Community Court Case Manager Silvia Martinez at 970-660-5021 or [smartinez@millikenco.gov](mailto:smartinez@millikenco.gov).

**Defendant Name:** \_\_\_\_\_ **Hours ordered:** \_\_\_\_\_

<b>Date</b>	<b>Name of non-profit, church, school, or governmental entity</b>	<b># of hours</b>	<b>Nature of work done</b>	<b>Name of person (non-family) who supervised the hours worked</b>	<b>Phone # of supervisor</b>

**By signing below I hereby certify under penalty of law that I/my child performed the hours assigned as reported on this form.**

\_\_\_\_\_  
Defendant's signature

\_\_\_\_\_  
Parent/Guardian signature if under 18 years old