KITTITAS COUNTY MISDEMEANANT PROBATION

507 N. NANUM ST. SUITE 8
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Email: *misdprob@co.kittitas.wa.us*

COMMUNITY SERVICE TIME SHEET

Your Name: (as it appears on your court documents) **Case #:**

Organization Name: Agency must be non-profit

Address:

Total Hours Due:

Site Supervisor's Name: **Phone:**

****TO BE FILLED OUT, IN ITS ENTIRETY BY SUPERVISING AGENCY****

Date	Total Hours	Sup. Initials	Work Duties Performed/Comments	L&I Paid by Agency? Y/N *

Supervisor's Signature: _____ Date: _____ Your Signature: _____

Supervisor's Name (Printed): _____ Title: _____

* Site Supervisor, please indicate if your agency pays L&I Insurance on your volunteers.

Approved Community Service Locations

Ellensburg/Kittitas County			Out of County
APOYO Food Bank	509-201-1820		American Red Cross
City of Kittitas	509-968-0220		Boys & Girls Club
City of Roslyn	509-649-3105		City and County Government Agencies
Community Christmas Basket	509-925-1880		Community Christmas Basket Program
CWU Student Leadership, Involvement, &	509-963-1850	Must be a CWU student/employee	County Fairgrounds
Community Engagement	cwu.edu/student-life/slice/serve-our-community.php		Dept. of Fish and Wildlife
Ellensburg Rodeo Board	509-962-7831		
FISH Food Bank	509-925-5990		Fire Departments
Goodwill Ellensburg	509-925-4704		Food Banks
Habitat for Humanity Ellensburg	1-888-507-7078 X6	Theft charges will disqualify you from service	Friends of the Trail
Hearts and Hands of Kittitas County	509-968-5117		Goodwill Industries
High Valley and IOOF Cemeteries	509-962-9768		Habitat for Humanity
HopeSource	509-925-1448	Sign up via website: www.hopesource.us	Mountains to Sound Greenway
Housing Authority of Kittitas County	509-962-9006		Public Libraries (Excludes Ellensburg)
IOOF Cemetery	509-962-9768		
Kittitas Co Fire and Rescue #7-Cle Elum	509-649-2789	Call to sign up	Salvation Army
Kittitas County Event Center	509-962-7641	Sign up by phone or in person 8-12pm or 1-5pm	St. Vincent De Paul
Kittitas County Historical Museum	509-925-3778	Limited availability, call to verify	Toys for Tots
Kittitas Valley Fire and Rescue	509-933-7231		United Way Agencies
United Way of Central Washington	509-248-1557		US Forest Service
Yakima Humane Society Ellensburg	509-962-7246		Washington Trails Association
Upper Kittitas County Senior Center	509-674-7530		YMCA

*Be sure to get approval from your supervising Probation Officer or Case Manager before beginning community service. Also, your current offense or prior history may disqualify you at certain sites according to their requirements. **All sites must be non-profit agencies**. It is incumbent on you to get approval and to provide proper documentation. A timesheet is provided on the reverse side of this form. Failure to provide proper documentation could result in the hours not being accepted. If for any reason the hours cannot be verified, no credit will be given for the hours reported. If you have any questions about these requirements, be sure to ask your supervising Probation Officer or your Case Manager prior to beginning any community service hours.