

YOU MUST HAVE COURT APPROVAL TO DO COMMUNITY SERVICE

COMMUNITY SERVICE
MADISON MUNICIPAL COURT

210 Martin Luther King Jr. Blvd., Room 203, Madison, WI 53703

phone: (608) 264-9282 fax: (608) 266-5930

Community service must be performed at a non-profit agency in the City of Madison (unless you have prior court approval to perform the community service elsewhere).

It is your responsibility, and your parent(s) or guardian if you are under 18 years of age, to find a suitable non-profit agency or organization. Examples of places to perform community service include a church or neighborhood center. No monetary compensation may be received for any community service work and the work cannot be performed for a business. If you cannot locate a place to perform community service on your own, please see the below paragraph to locate community service volunteer opportunities:

Go to WWW.UNITEDWAYDANECOUNTY.ORG, click on "get involved" (on the left hand side of page), click on "Volunteer Your Time", click on "Find a volunteer opportunity", click on the "search" option (under the heading at the top of the page), on the next page, scroll down to the second section of options and check the "Court Appointed" box. You can check other areas of interest as well to narrow your search if you would like. All agencies that offer court appointed opportunities will come up, and you can page through them and see which opportunity would fit you best. You can click on the opportunity to get more information, and contact the agency directly to coordinate your hours. Most public libraries have free computer access to the Internet. If you do not have access to the Internet or have questions, call the United Way Volunteer Center at (608) 246-4380.

YOU must return proof of community service to the Madison Municipal Court by _____.

I, _____, swear that _____
(supervisor or manager at non-profit agency or organization) (defendant name)

performed community service for _____
(non-profit agency or organization name)

The community service was performed on the following dates and times: _____

The total number of hours of community service completed: _____

The work performed was: _____

(signature of supervisor or manager at non-profit agency or organization) (title) (phone number) (date)

Court use only

Total number of community service hours due: _____ Case Number(s): _____