

COMMUNITY SERVICE INSTRUCTIONS

You have been ordered to complete Community Service in the City of Northglenn. You will be supervised throughout the day.

DO NOT APPEAR LATE. The project will start without you and you will be counted absent. Should you fail to appear, any or all of the following may occur:

- Issuance of a warrant for your arrest, with an additional \$50.00 warrant cost.
- You may be held in contempt of court and sentenced to serve a period of time in the Adams County Juvenile Detention Facility.
- *A lien will be placed on your driver's license as required by state law. A lien fee of \$30.00 and DOUBLE the amount of community service and community service fees will be assessed to clear the lien in order to obtain or re-new your driver's license.*

You **MUST** obey all laws. **SMOKING, ALCOHOL AND DRUGS ARE PROHIBITED.**

Please dress appropriately for your community service. All gang related clothing and articles will be confiscated and destroyed. Gloves will be provided and must be worn at all times.

If you are scheduled for 8 hours, you will be allowed a lunch break of 30 minutes. Lunch **WILL NOT** be provided for you. **Please bring a sack lunch and a drink.** You will be supervised during your lunch period and you **WILL NOT** be allowed to leave the work area. You will be given two 15-minute rest periods during the day. If you are scheduled for 4 hours of community service, you will be given an opportunity to rest for 15 minutes approximately halfway through your work period.

You **MUST** work steadily and follow the supervisor's directions at all times.

Foul language is **PROHIBITED**. You **MUST** treat your supervisor and your fellow workers with respect at all times. Weapons of any kind, including mace, are **PROHIBITED**. Any weapons **WILL** be confiscated and turned over to the Police Department, and you may be arrested and charged with a weapons violation.

Failure to comply with your supervisor's instructions will result in your dismissal for the day and you **WILL NOT** receive credit for the time you have worked.

Please notify the supervisor on your scheduled date if you have a medical or physical condition that may interfere with the scheduled project.

All community service workers must be picked up at 4:00 P.M. There will be no supervision after that time.

If you have any questions about your court-ordered community service, please call the Northglenn Municipal Court at 303-450-8701. Thank you