

Cause No. _____

State of Texas	§	In The Justice Court
vs	§	Precinct No. Three
Name: _____	§	Montgomery County, Texas
Address: _____	§	Judge Jay Mac Sanders
Phone: _____	§	

COMMUNITY SERVICE VERIFICATION LETTER

COURT ORDERED COMMUNITY SERVICE HOURS MUST BE COMPLETED WITH A **501(C)(3) NON-PROFIT ORGANIZATION**. FOR-PROFIT ORGANIZATIONS DO NOT QUALIFY.
COMMUNITY SERVICE MAY NOT BE COMPLETED ONLINE.

The following is to be completed by the community service organization:

Name of Organization: _____

IRS 501(c)(3) Tax ID: _____

Address: _____

Supervisor Contact Phone Number: _____

Supervisor Email Address: _____

This letter is to confirm that the above-named person completed _____ hours of community service on _____, 20____. The above information is true and correct to the best of my ability.

*Printed name of Supervisor: _____

*Signature of Authorized Supervisor: _____

Date: _____

IT IS THE DEFENDANT'S RESPONSIBILITY TO RETURN THIS FORM TO OUR OFFICE BY YOUR COMPLETION DATE. IT MAY BE RETURNED IN PERSON, BY MAIL, FAX OR EMAIL.
FOR QUESTIONS REGARDING THIS MATTER OR IF YOU ARE UNABLE TO COMPLETE YOUR HOURS, CONTACT THE COURT IMMEDIATELY.

