



# Court Ordered Community Service Notification Form

As a court ordered community service volunteer you are required to notify your site supervisor of the following information on the first day that you volunteer by submitting this form to them. If you do not submit this form Habitat for Humanity of West Bay and Northern RI will not sign or provide community service hours acknowledgment.

To receive a formal letter of acknowledgment for your volunteer hours contributed, contact Debra Stacey at [deb@habitatwestbay.org](mailto:deb@habitatwestbay.org) or call 401-732-6407. Your letter request must be made after your hours are completed. Allow for up to one week for the letter to be created.

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Are you currently on probation: Yes No

Are there any limitations on what you are allowed to do based on your conviction? Yes No  
If so, What?

\_\_\_\_\_  
\_\_\_\_\_

Amount of Hours to be completed with Habitat for Humanity of West Bay and Northern RI: \_\_\_\_\_

What was your offense(s)? \* note that sex offender and convicted crimes of fraud and embezzlement will not be offered for community hours at our affiliate.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Probation/Parole Officers Name: \_\_\_\_\_

Probation/Parole officers Phone Number: \_\_\_\_\_

Habitat for Humanity of West Bay and Northern RI is happy to have many different roles to volunteering. Some volunteering roles may be limited based on the crime you were convicted of. No court ordered volunteers are permitted to volunteer handling money or do pickups of donated/purchased merchandise.

Volunteer Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Site Supervisor: \_\_\_\_\_

Date: \_\_\_\_\_