TONOPAH JUSTICE COURT, COUNTY OF NYE, STATE OF NEVADA

Tonopah Township, Nye County Courthouse
P.O. Box 1151, Tonopah, Nevada 89049
TEL: 775-482-8155 FAX: 775-482-7349

COMMUNITY SERVICE PRESCHEDULE

Preschedule due to Court by: _____ **Hours completed & preschedule for coming month due to Court by:** _____

NAME: _____ CASE No. _____

TOTAL HOURS DUE: _____ HOURS DUE PER MONTH: _____

AGENCY: _____ AGENCY PHONE No. _____

SUPERVISOR: _____
(Print Name)

Preschedule/Approval from Agency TENTATIVE SCHEDULE					Completed Hours			
Date (1)	*Location (2)*	*Check-in: (3)*	*Check-out: (4)*	*Initials (5)*	*Date (6)*	*Hours (7)*	*Tasks (8)*	*Signature of Supervisor (9)*

****How to fill out this form: Preschedule/Approval from Agency portion needs to be completed by Agency and returned to Court by Defendant prior to hours worked.**

Column 1 - Date: Date Defendant is scheduled to work
Column 2 - Location: Location Defendant is to perform hours
Column 3 - Check-in: Time Defendant is scheduled to arrive at location
Column 4 - Check-out: Time Defendant is scheduled to leave for day
Column 5 - Initials: Initials of Supervisor approving daily tentative schedule
Column 6 - Date: Actual date Defendant performed community service
Column 7 - Hours: Actual hours worked
Column 8 - Tasks: Tasks completed by Defendant
Column 9 - Signature of Supervisor: Supervisor signs when daily work has been completed.