

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS

_____ Defendant | No. _____

COMMUNITY SERVICE REQUIREMENTS

The Court has ordered you to complete _____ hours of community service in lieu of a fine.

Your community service must be completed no later than _____ and you must return to court on _____ at _____ a.m. p.m. in Courtroom _____ to provide the Court with proof that you have successfully completed community service as ordered by the Court. Community service must be done at a not-for-profit institution such as a church, school, park district, community organization, Salvation Army, or at a hospital, senior citizen home or other similar entity. You may not perform community service through your place of employment.

Proof of completion of the required hours of community service must be verified by submitting a letter on official letterhead from the institution where you performed your service. This letter should specify the total number of community service hours you completed, include a short description of the type of work you performed and it must be signed by the director or other authorized official of the institution.

ENTERED:

Dated: _____

Judge

Judge's No.