

Name: _____

Case#: _____

Phone: _____

Email: _____

SANDY CITY JUSTICE COURT

210 W. Sego Lily Drive, Sandy, UT 84070

Telephone (801) 568-7160 Fax: (801) 568-6065

Email: jcsandy@utcourts.gov

COMMUNITY SERVICE VERIFICATION FORM

Making a false written statement to the court about defendant's completion of community service is punishable as a class B misdemeanor pursuant to Section 76-8-504 of the Utah Code and may also be punishable as contempt of court.

Unless prior approval is obtained from the judge, community service hours must be completed with either: (1) a non-profit organization registered as a 501(c) with the IRS, or (2) a state or local government entity (except service at a state operated liquor store will not be accepted).

The following will not be accepted as community service hours: (1) hours completed before the date of sentencing, (2) hours submitted to another court for credit, or (3) hours turned in on forms that are incomplete or illegible.

# of Hours	Date Completed	Organization's name and address	Description of work performed	Supervisor's name, title and phone number	Supervisor's Signature

COMMUNITY SERVICE WITH A RELIGIOUS ORGANIZATION

Community service through a non-profit, religious organization will be accepted if it is part of the organization's efforts to serve or benefit the community. For example, working at a soup kitchen, homeless shelter or mission, a bishop's storehouse, or a thrift store, would be accepted. Community service will not be accepted if it involves religious worship or proselytizing (i.e., serving a mission, home teaching, door to door ministry, teaching bible study or Sunday school, or fulfilling a calling) or if it directly benefits a religious organization of which you are a member (i.e., cleaning your church or collecting donations for your church).

SANDY CITY JUSTICE COURT
FINE PAYMENT POLICY
210 W. Sege Lily Drive, Sandy, UT 84070
Telephone: (801) 568-7160 Fax: (801)
568-6065 Email: jcsandy@utcourts.gov

PAYMENT OF FINES

You have been ordered by the court to pay a fine and have agreed to a payment plan. If you have forgotten the amount owed, the due date, or if you have any questions please call the court at the number above. To pay your fine you may:

- (1) Come to the court in person anytime 8:00-5:00, Monday - Friday
- (2) Mail a check or money order to the address above
- (3) Pay by going to the court's website at <http://utcourts.gov/epayments> .

The court does not accept phone payments.

WHAT IF I CAN'T MAKE A PAYMENT

If you cannot afford to pay your fine or make a fine payment you must do one of the following:

(1) Community Service: You may perform community service instead of making a payment by volunteering your time with a registered non-profit agency or government office. You must get a letter, on agency letterhead, from whomever you volunteer with indicating how much time you volunteered. Turn that letter into the court by the due date for your payment. The Court will give you a credit of \$15 for every hour worked. For example, if your fine payment is \$60 you may turn in proof of 4 hours of community service and that will be accepted in place of the payment.

(2) Write a letter to the judge: If you cannot make a payment and you cannot complete community service you must contact the court. You may write to the judge explaining why you cannot comply and request other arrangements. You may do this via email or by regular mail at the addresses listed above. The judge may respond directly to your letter or may direct court staff to schedule a hearing.

FAILURE TO COMPLY

If you fail to do one of the above by the due date a warrant for your arrest may be issued, your probation could be revoked, and/or you could be found in contempt of court. The Court may order sanctions that could include additional fines, community service, or jail time. Your fine balance may also be sent, without notice, to the Office of State Debt Collection and you could be responsible for collection costs.