



# Hermiston Municipal Court

## Community Service Work Time Sheet

**Defendant to complete before giving sheet to Supervisor:**

Name: \_\_\_\_\_ Case #: \_\_\_\_\_

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CSW Hours ordered as part of Probation/  
Prosecutor Diversion

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CSW Hours to be applied in lieu of financial  
payments

Date	Work Location/Agency	# of Hours Completed	Supervisor Initials
TOTAL HOURS SUBMITTED			

Time sheets must be submitted by the 15<sup>th</sup> of each month. Time sheets must be submitted by the Agency where the defendant is performing community service work. Time sheets will not be accepted directly from the defendant.

Time sheets should be submitted to: Hermiston Municipal Court, 180 NE 2<sup>nd</sup> St., Hermiston, OR 97838

Phone: 541-567-6610

Fax: 541-214-2405

Email: [court@hermiston.gov](mailto:court@hermiston.gov)

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### Court Staff Use Only:

Hours Applied to Case: \_\_\_\_\_ \$ applied to case in lieu of payments: \_\_\_\_\_

Completed on and by: \_\_\_\_\_