

# COURT REFERRAL PROGRAM

Volunteer Center of Sonoma County

153 Stony Circle, Suite 100 Santa Rosa, CA 95401

Phone (707) 573-3360 Fax (707) 573-3380

Office hours 8:30 a.m. to 5 p.m. Monday through Friday

## Instructions for Community Service/Volunteer Work

You must be interviewed by Court Referral Program staff at the Volunteer Center, within 90 days after the date of your referral to the program. If you are not interviewed within 90 days, your referral may be returned to the courts for further action. Failure to complete the assigned work or to comply with the policies of the Court Referral Program is a violation of your order and the case will be returned to court or probation for further action. Failure to comply may also result in the issuance of a warrant for your arrest.

If you live in Sonoma County, make an appointment for an interview with the Court Referral Program. All work must be done at an approved work site and only after placement by the Court Referral Program staff. Work assignments are available in all parts of the county. Once you have been interviewed and receive a work site placement, you will be required to perform work on a regular basis and to perform the work in a manner acceptable to the work site supervisor and the Court Referral Program staff.

If you live outside of Sonoma County, contact the Court Referral Program immediately by telephone or in person, and make arrangements to have your Community Service work transferred to the county in which you live. There will be a fee charged to transfer your case.

There is a non-refundable fee charged to participate in the program. The fee is based on the number of hours of work assigned to you. The fee must be paid at the interview unless arrangements are made ahead of time with program staff for time payments. Fees must be paid in cash or by money order. Checks are not accepted. These fees are subject to change.

### Fee Schedule Effective October 1, 2008

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0-16	hours	\$40
17-50	hours	\$60
51-100	hours	\$75
101-150	hours	\$100
151-200	hours	\$140
201-300	hours	\$160
301-400	hours	\$175
401-500	hours	\$200
over 500	hours	\$250

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### Directions to Volunteer Center

Stony Circle is off Stony Point Road between College and West Third. Enter at the stop light entrance. Go left into the first driveway. The Volunteer Center is the second building on the left.

**From Highway 101:** Take Highway 12 going West towards Sebastopol. Exit at Stony Point Rd. and go North (right turn). Turn left onto Stony Circle at the third stop light.