

Application for Community Service in Lieu of Paying Fines & Cost

If you wish to perform community service hours in lieu of paying fines and cost, you may complete the information below and submit for approval. Community Service may only be applied to fines and cost. **Restitution that is Ordered must be paid to the Clerk’s Office and cannot be offset by community service.**

If approved, you must locate a non-profit that will allow you to perform this service. Upon completion of hours, you must submit your completed hours on letterhead for the non-profit and must be signed by supervisor. We will need contact information for said non-profit to verify hours.

Once your hours are received by the Court, we will give you credit at a rate of \$12.77 an hour. (Ex. 40hrs x \$12.77 = \$510.80)

Select which Code Section is applicable:

- § 19.2-354(C)(i) – I have not yet started my sentence or have finished my sentence
- § 19.2-316.4 – Community Corrections Alternative Program
- § 53.1-60 – State Work Release Program
- § 53.1-128 – Local Prisoner Workforce
- § 53.1-131 – Local Work Release Program
- § 53.1-129 – Prisoner Work by Judicial Order
- § 53.1-59 – Prisoner Public Works Projects

Please Note: Pursuant to Virginia Code § 19.2-354(c)(ii) and *Vanmeter v. Commonwealth*, 80 Va. App. 324 (2024), inmates are not entitled to offset fines or costs with community-service credits for work performed for the Virginia Department of Corrections at the prisons that house them.

By checking this box, you are affirming that you are not currently held in the Virginia Department of Corrections and that the Community Service that you performed is not for the Virginia Department of Corrections at the prison that you are housed.

Date: _____ Defendant’s Name: _____

Charge (s): _____ Case No.(s): _____

Approved Denied

Judge’s Signature