

TRACY GRAHAM LAWSON
District Attorney
Clayton Judicial Circuit



Shavon Hagger,
Director of Program

Anjie Loveless-Smith,
Assistant Coordinator

Harold R. Banke Justice Center, 4th Floor* 9151 Tara Blvd, Jonesboro, GA 30236

Community Service Instructions

- Choose a Non-Profit Organization from the provided list or one of your choice
No Church, School, or Hospital.
- Community service hours must be worked in Clayton County.
- Verify the organization is in fact a NON-PROFIT 501(c) (3) and make sure they can provide you with a letter of completion on official letterhead.
- Document the days, times, and hours you volunteer on the community service tracking sheet provided in the packet.
- Complete the total number of hours required by PIDP.

Fraudulent information will not be tolerated. You will automatically be terminated if you provide false information. **If the above instructions are not followed, your community service will not be accepted and you will be terminated from the program, followed by normal court proceedings.**

Once your community service is complete, turn in your letter from the organization (**MUST BE ON OFFICIAL LETTERHEAD**) and your community service tracking sheet via fax or in person by deadline.

Community Service Site List & Information Guide

Accession Distribution Training & Staffing

658 Lamar Hutchenson Parkway

Riverdale, Ga 30274

Contact Person- Juanita Marry (404)996-1355

Clayton County Refuse Control

7984 North McDonough Street

Jonesboro, GA 30236-2437

Contact Person - Barbara Camp (770) 473-3948 or (770) 477-3548

Bigger Than Me Inc,

203 Camelot Drive

College Park, GA 30349

Contact Person – Kim Stevenson (404) 789-5420

Hearts To Nourish Hope

640 Highway 138 SW

Riverdale, Georgia 30274

Contact Person - Deborah Anglin or Michelle Stockholm (770) 997-4517

Heavens Gateway Ministries, Inc.

1575 Commercial Court Suite A

Jonesboro, GA 30238

Beverly Thomas 404.425.6385

Southern Crescent Habitat Humanity

*permits volunteers under the age of 18

9570 Tara Blvd

Jonesboro, GA 30236

Contact Person- Kierra Dunn (770)-477-2367



Clayton County District Attorney Office

Community Service Timesheet

Client's Name _____ Telephone _____

Hours Ordered _____ Community Service Site _____

****ALL COMMUNITY SERVICE HOURS MUST BE PERFORMED AT A NON PROFIT 501 (c) (3) AGENCY.**

CERTIFICATE OF COMPLETION MUST BE PRESENTED TO PIDP ON OFFICIAL LETTERHEAD. **

| Date | Time In | Time Out | Total Hours | Supervisor |
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Total Hours Completed _____

Non Profit Agency Name _____ Agency Phone Number _____

Supervisor's Signature _____

Please Forward to: Shavon Hagger or Anjie Loveless-Smith at Clayton County District Attorney Office.
9151 Tara Blvd. Jonesboro, GA 30236; Office (770) 477-3450; Fax (770) 477.4577