

**Suggested Resources of  
Acceptable Community Service:**

**501(c)3 Non profits such as:**

- American Cancer Society
- American Heart Association
- Animal Shelters/Animal Rescue
- Atlanta Community Food Bank
- Atlanta Union Mission
- Boys and Girls Clubs
- Churches
- City and County Government
- Hands on Atlanta
- Habitat for Humanity
- Hosea Feed the Hungry and Homeless Program
- Libraries
- Must Ministries
- United Way
- Recycling Centers

**Non-Acceptable Community  
Service Organizations:**

- Online Community Service
- Donations of goods or money
- AA/NA Organizations
- American Legion
- Animal Savers Rescue
- Boy/Girl Scouts
- Dove Car Renaissance
- Empower Ministry Inc.
- HIM Soup Kitchen
- Handmaiden Ministries
- Logan Social Services
- Terra Research Foundation



**MARIETTA  
MUNICIPAL  
COURT**



**MARIETTA MUNICIPAL COURT**

**AND**

**CITY OF MARIETTA PROBATION**

**COURT  
ORDERED  
COMMUNITY  
SERVICE**

240 Lemon Street  
Marietta, Georgia 30060

770-794-5400 (Court)  
770-794-5411 (Probation)

240 Lemon Street  
Marietta, Georgia  
30060

## Ordered to complete community service?

Community service work must be completed with a nonprofit charitable organization that has a 501(c)3 tax exempt status. Paperwork will be provided to you by the court which will reflect the number of required hours and due date.

## What is a 501(c)3 organization?

A nonprofit organization whose activities have the following purposes: charitable, religious, educational, scientific, literary, preventing cruelty to children or animals. In order to check an organization to see if it is considered a 501(c)3, you can visit the Georgia Secretary of State website at [www.sos.ga.gov](http://www.sos.ga.gov) or [guidestar.org](http://guidestar.org). These websites will also advise if the organization has an active status and in compliance with the law. City and county governments are considered non-profit organizations.

## What if I live out of state?

You may complete your community service wherever you live. If you live outside of Georgia, check your state's Secretary of State website for confirmation of the organization's 501(c)3 status.

## How do I provide proof of community service?

You MUST have the organization write a letter on the organization's business letterhead including their phone number. A time sheet is acceptable provided the organization's name and phone number is shown. The letter or timesheet must include the date(s) you performed the community service and the number of hours per date. The letter or timesheet must be signed by the organization's representative completing the document.

## All community service letters and timesheets will be verified!

## CITY OF MARIETTA COMMUNITY SERVICE OPPORTUNITY

If desired, you may choose to perform your community service with the City of Marietta Department of Parks, Recreation and Facilities. To register for community service with the City, you first must appear in person with photo identification at the Recreation Division located at 434 Sessions Street between the hours of 7:00 am and 3:30 pm Monday through Friday. You will be provided with additional instructions regarding when and where to report for community service.

## General Information:

There are limited availability of slots for community service workers as outlined below.

- **Weather Policy:** Community service will not be performed if raining or snowing.
- **Monday and Friday:** A maximum of five (5) workers will be accepted on a first come basis.
- **Tuesday, Wednesday, Thursday, Saturday and Sunday:** A maximum of fifteen (15) workers will be accepted on a first come basis.
- **Photo Identification:** Must present photo identification each day reporting for community service.
- **Hours:** Community service workers are required to work from 7:00 am to 3:30 pm (no exceptions) to receive credit for service. If worker departs prior to 3:30 pm, credit will not be given for any hours worked.
- **Possible Type of Work to Expect:** Duties may include, but are not limited to, lawn services such as mowing, edging, raking, collecting and emptying trash receptacles, etc.
- **Work Attire:** Work shoes, shirt with sleeves (shirts are to be tucked in), pants or shorts (with belt) and no sagging pants. Clothing with inappropriate wording or pictures are not acceptable. Safety glasses will be provided. You must provide other items such as gloves, etc. Any violations of work attire restrictions will forfeit your opportunity to perform community service.
- **Cell Phones/Electronic Devices:** All cell phones/electronic devices are prohibited during work time. Use is allowed during scheduled breaks and lunch. Any use of these devices at non-designated times will result in termination of community service immediately and all hours worked will be forfeited.

ONLINE COMMUNITY SERVICE OR DONATIONS TO ORGANIZATIONS IS NOT ACCEPTABLE COMMUNITY SERVICE