



City of Henderson Parks and Recreation Department  
Community Service Application

Name: (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (MI) \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Home Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Work Phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Email: \_\_\_\_\_

In case of emergency, contact: \_\_\_\_\_ Phone:( \_\_\_\_\_ ) \_\_\_\_\_ Relationship: \_\_\_\_\_

<b>Court ID number and or case number:</b>	
<b>Number of hours needed to fill:</b>	
<b>Date for completion of hours:</b>	
<b>Nature of offense:</b>	

Indicate any physical or health restrictions that may affect community service placement: \_\_\_\_\_

**Areas of interest and availability**

A specific program/or location in which I am interested (please check 1<sup>st</sup> and 2<sup>nd</sup> choice)

<input type="checkbox"/> <b>Parks division</b>	<input type="checkbox"/> <b>Heritage Park Senior Facility</b>
Monday through Thursday 6:00 a.m.-4:00 p.m.	<b>Saturday</b> – 9:30 a.m.-2:30 p.m.= 5 hours <b>Sunday</b> – 9:30 a.m.-2:30 p.m.= 5 hours
<u>Must be 18 years or older</u> No child or sex related offenses; burglary, larceny, vandalism, or extortion-type offenses or history of such cases will be placed in the Parks division.	<b>Must be 16 years or older</b> No child, sex, domestic violence, theft, larceny, vandalism, or extortion-type cases or history of such cases will be placed at Heritage Park Senior Facility.

Available days/hours: \_\_\_\_\_

Provide copies of your Nevada ID or Nevada driver’s license and court paperwork and attach it to this application.

**Deliver completed application in person to:**

City of Henderson Parks and Recreation Department, 105 W. Basic Rd., Henderson, NV 89015  
Monday-Thursday 8:00 a.m.-5:00 p.m.

**Or mail to:**

City of Henderson Parks and Recreation Department  
240 Water St. P.O. Box 95050  
Community Service MSC 411  
Henderson, NV 89009-5050

**As a community service worker for the City of Henderson Parks and Recreation Department, I agree to:**

- Observe the policies and procedures of the City and Department and perform duties as assigned. **Please initial to indicate you have read.** \_\_\_\_\_
- The Parks and Recreation Department will not accept a person who has been convicted of a crime involving children or a crime of a sexual nature. **Please initial to indicate you have read.** \_\_\_\_\_
- Participate in initial job training as well as any additional training. **Please initial you have read.** \_\_\_\_\_
- Notify community service contact at least 8 hours in advance when sick and/or unable to work in addition to terminating my service commitment. **Please initial you have read.** \_\_\_\_\_
- Dress in attire appropriate to the assigned tasks. **Please initial you have read.** \_\_\_\_\_
- Be responsible for maintaining time log or time sheet on a daily basis. **Please initial you have read.** \_\_\_\_\_
- Accept that a no call, no show is grounds for termination of community service with City of Henderson Parks and Recreation Department. **Please initial to indicate you have read.** \_\_\_\_\_
- Be responsible for turning in completed community service timesheets to courts or entity requesting proof of community service completion. **Please initial you have read.** \_\_\_\_\_

Have you ever been arrested or convicted of any crime prior to current offense and/or required to do court ordered community service before? \_\_\_\_\_ If yes, please explain: \_\_\_\_\_

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**Informed Consent and Release**

I hereby certify that all statements made in this application are true. I acknowledge that any false statement or misrepresentation on this application will be cause for refusal of placement or immediate dismissal at any time during the period of my placement. I understand that I am working at all times on a community service basis without compensation, and not as a paid employee, and that this agreement can be canceled at any time by either me or the City of Henderson Parks and Recreation Department.

I offer my services to the City of Henderson Parks and Recreation Department for community service. I realize that I will not be paid in any way. I understand that either the Department or I can cancel this agreement at any time. I understand that my service may include manual labor, use of tools, and transportation in a City of Henderson vehicle to and from worksites. I acknowledge the risks associated with these activities and I release the City of Henderson and the Parks and Recreation Department, its employees, officials, agents, leaders, instructors, contractors, and volunteers from any liability for loss or injury to my person or property which might occur due to negligence or other acts or omissions. This release applies to any losses or injuries which may occur as a result of, or during my participation in, community service. I realize that this release is a binding contract. I have read and understand this release. I knowingly and voluntarily sign below.

**Community service applicant signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I hereby give permission for the named applicant to participate in the community service placement, subject to its rules. On behalf of the minor, myself, or executors, administrators and heirs, it is agreed that we will not hold the City of Henderson Parks and Recreation Department or any person connected with the operation of the community service liable in case of accident, and further agree to allow emergency medical treatment if necessary.

**Signature of parent/guardian if community service applicant is a minor:** \_\_\_\_\_

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**For Staff Use Only**

Application received. \_\_\_\_\_ Placement date & location: \_\_\_\_\_