



# Superior Court of California

County of Del Norte  
450 H STREET  
CRESCENT CITY, CA 95531

**LESLEY PLUNKETT-FIELD**  
*Court Executive Officer*  
Clerk of the Court (707) 464-8115  
Fax (707) 465-4005

**DARREN McELFRESH**  
*Presiding Judge-Dept 1*  
Telephone (707) 464-8115 Ext. 125

**ROBERT COCHRAN**  
*Judge-Department 2*  
Telephone (707) 464-8115 Ext. 126

**KEVIN BRIAN JONES**  
*Child Support Commissioner*  
*Judge Pro Tem*  
Telephone (707) 464-8115

## Community Work Service Information Sheet (Infractions)

The following information pertains to community work service (CWS) ordered by the court. CWS must be for a non-profit community-oriented service agency. It is your responsibility to locate an agency that meets the requirements included in this information sheet. You must contact the agency to make arrangements to perform the work. CWS completed online is not permitted.

To be accepted by the court, proof of completion of volunteer work must be on agency letterhead and include all of the following:

- The tax identification number of the non-profit agency.
- The signature of the department head of the non-profit agency.
- Your name, case number, and the number of hours of CWS completed.
- The name and telephone number of the person at the agency who can verify to the court the amount and type of CWS completed.

Defendant's Declaration and Proof of Completion of Court Order Community Work Service (Form #DEL-005) with attached agency letter, must be received by the court on or before the date ordered by the court. Unless instructed otherwise, proof of completion may be mailed to the court. Form can be found on the court's website at [delnorte.courts.ca.gov](http://delnorte.courts.ca.gov)