



NANCY HOHENGARTEN
JUDGE
COUNTY COURT AT LAW NO. 5



TRAVIS COUNTY
CRIMINAL JUSTICE CENTER
P.O. BOX 1748
AUSTIN, TEXAS 78767
(512) 854-9676
FAX (512) 854-4685

Date: ____/____/____

Dear Community Service Provider:

_____ has a misdemeanor case pending in our court. A plea agreement with the State includes the completion of _____ hours of community service at a non-profit, 501(c)3 organization. Please allow him or her to complete these hours and please provide written acknowledgement of the hours that were completed so that this information may be transmitted to the state prosecution.

Thanks for your cooperation and service to our community!

Sincerely,

A handwritten signature in cursive script that reads "Nancy Hohengarten".

Nancy Hohengarten

Judge, Travis County Court at Law 5