

**COMMUNITY ALTERNATIVE CENTER  
FRANKLIN COUNTY MUNICIPAL/ COMMON PLEAS COURT  
REFERRAL FORM**

Court: \_\_\_\_\_ Judge: \_\_\_\_\_

P.O. or Court Contact: \_\_\_\_\_ Date: \_\_\_\_\_

**OFFENDER INFORMATION**

\_\_\_\_\_  
Last Name First Middle (AKA)

Home Address: \_\_\_\_\_  
Street Apt # City State Zip Code

D.O.B.: \_\_\_\_\_ SS# \_\_\_\_\_

Phone Contact (s): \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Case #: \_\_\_\_\_ Offense: \_\_\_\_\_ Attorney: \_\_\_\_\_

Start Date / Length of Sentence: \_\_\_\_\_ Education Level: \_\_\_\_\_

Employment Status: \_\_\_\_\_ Shift/Hrs. \_\_\_\_\_

Medical Issues (*list if any*): \_\_\_\_\_

Additional Comments: \_\_\_\_\_

**PROGRAM AUTHORIZATION**

\_\_\_\_ **Judgment Entry Attached**

**Ordered # Days:** \_\_\_\_\_

\_\_\_\_ **Court To Pay for CAC Program Costs**

\_\_\_\_ **Offender to Pay CAC Program Costs**

Work Release Conditions (if authorized by Court):  
\_\_\_\_\_

**Additional Court Comments:**  
\_\_\_\_\_  
\_\_\_\_\_

Fax form to: 419-774-3544  
To Schedule: EMAIL between the hours of 8a-4p M-F  
Please allow up to 48-72 hours for a response  
Amy Shores, Residential Manager email (Primary) @ [cacintakes@richlandcourtsch.us](mailto:cacintakes@richlandcourtsch.us)  
419-774-3525

Community Alternative Center  
597 Park Ave. East  
Mansfield, OH 44905

\_\_\_\_ Days @ \$55.00 (Jail Time Only) = \$ \_\_\_\_\_