

# COMMUNITY SERVICE HOURS VERIFICATION LETTER

To Whom It May Concern:

This letter serves as formal verification that the individual named below has completed community service hours as part of their commitment to contribute positively to the community. The details regarding the service performed, hours completed, supervising organization, and other relevant information are included herein.

## Participant Information:

Full Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_  
Address: \_\_\_\_\_

## Community Service Details:

Organization Name: \_\_\_\_\_  
Supervisor Name and Title: \_\_\_\_\_  
Supervisor Contact Information: \_\_\_\_\_  
Total Hours Completed: \_\_\_\_\_  
Service Description: \_\_\_\_\_

## Certification Statement:

I hereby certify that the above-named individual has satisfactorily completed the stated number of community service hours at the organization named above. The service was performed in compliance with all applicable laws and regulations under United States jurisdiction. This verification is issued without any coercion and to the best of my knowledge is accurate and true.

## Limitation and Liability:

This letter is solely a verification of community service hours completed and does not imply any legal obligation, employment relationship, or guarantee of benefits. The issuing organization and its representatives disclaim any liability arising from the use or misuse of this verification.

## Governing Law and Jurisdiction:

This verification letter and any disputes arising from it shall be governed by and construed in accordance with the laws of the United States of America. Any legal actions or proceedings must be brought exclusively in the appropriate court within the United States.

**SUPERVISOR'S SIGNATURE**

**PARTICIPANT'S SIGNATURE**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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