



SPEEDING TICKET COMMUNITY SERVICE PROGRAM

This form is to request a to enroll in a Community Service Plan for Speeding Tickets issued by SFMTA's Automated Speed Enforment Cameras. This form is also available online: <https://sfmta.tfaforms.net/413>

Only one speeding ticket can be enrolled per plan. You must finish one plan before enrolling in another. Maximum of 2 plans total per calendar year.

INSTRUCTIONS

1. Complete this application and submit it to SFMTA. How to Submit instructions below.
2. Call JBR Partners, 415-829-7073 or 415-655-9891, for details on where and how to do your community service hours. You must complete this step within 14 days or your plan will be cancelled.
3. Complete your community service hours and submit the required paperwork to JBR Partners by the completion date.
4. If applicable, remit payment for incomplete community service hours to the SFMTA Customer Service Center before the completion date:
 - a. Online at www.sfmta.com/speedingticket or
 - b. In Person at the SFMTA Customer Service Center at 11 S. Van Ness Ave.
5. For questions or concerns, please contact the SFMTA at CSprogram@sfmta.com or 415-646-2500.

CONTACT INFORMATION

Name: _____

DL/ID#: _____

Address: _____

City/State/Zip: _____

E-Mail: _____ Phone: _____

TICKET INFORMATION

License Plate # _____

License Plate State _____

Ticket # _____

I have read and understood the terms and conditions of the Community Service Program Listed on the back of this contract. SFMTA and JBR's (the 3rd party that runs the program) rules and conditions listed on page 2.

Signature _____ Date: _____

SFMTA STAFF ONLY: COMMUNITY SERVICE ENROLLMENT INFORMATION

Ticket # Enrolled: _____ Plan Completion Date: _____

\$ Amt Enrolled: _____ # Svc Hrs Required: _____ Clerk Initials: _____

Plan #: _____ Enrollment Fee Paid (Y/N): _____

HOW TO SUBMIT

Make a copy of this form for your records. Mail this application, along with your \$30 enrollment fee (check only – do not mail cash),

- By Mail or In Person: SFMTA Customer Service Center
c/o ASE Community Service
11 South Van Ness Ave, San Francisco, CA, 94103.
- Online: <https://sfmta.tfaforms.net/413>



SPEEDING TICKET COMMUNITY SERVICE PROGRAM

SFMTA COMMUNITY SERVICE PROGRAM TERMS & CONDITIONS (SPEEDING TICKETS):

- Participant must present a valid government issued I.D.
- Citations enrolled in this program are not eligible for an Administrative Review or Administrative Hearing.
- Citations associated with cancelled plans may not be re-enrolled in subsequent community service. Enrollment fees are non-refundable.
- Only the Registered Owner may enroll in the Community Service Program, unless written authorization from the Registered Owner along with a photocopy of their government issued I.D. is submitted.
- Fifty percent of service hours must be completed with the SFMTA or San Francisco Department of Public Works This work may include manual labor in inclement weather. A waiver may be issued for this requirement to any participant with a disability and/or physical limitations.
- If participants are unable to complete their community service hours in the time period required, the balance owed shall be paid directly to the SFMTA by the due date on the contract.
- No contract extensions or revisions will be granted.
- Services performed without enrolling at SFMTA will not be counted and community service hours will not be credited to citations where payment has already been made.
- Participants must complete all outstanding contracts prior to enrolling into a second contract.
- If you are older than 44, you may complete 100% of hours with the approved non-profits.

JBR Partners Rules and Conditions

- I agree to perform and complete my community service hours in San Francisco at a non-profit site approved by SFMTA Community Service Program.
- I am not an employee or affiliated with the community service/ non-profit site in any way, nor do I have any relationship with the individuals/organization that will be approving the community service credit.
- I agree to perform community service on a schedule to be arranged with my program site supervisor and not to exceed eight (8) hours a day.
- I will not consume alcohol or use drugs before or during service hours.
- I agree to inform JBR immediately and request reassignment, if I find I cannot perform the community service selected due to a medical condition or physical limitation.
- I understand that, if they are available, a minimum of fifty-percent of community service hours must be performed with San Francisco Public Works or SFMTA Potrero Division, unless a waiver has been granted due to health reasons. Any hours performed at third-parties above the fifty-percent requirement will not be counted towards service credit.
- A change in community service site/sites must be approved by a JBR representative. Without approval, any hours completed may not be accepted.
- I understand that because I am not an employee of the SFMTA Community Service Program or of the community service site, I will not be covered by insurance for any injury/injuries received on this assignment. I understand I have no right to claim compensation for any accident and/or injury from SFMTA Community Service Program service site I am assigned to, or any of their officers, agents, or employees. I waive all claims against the SFMTA Community Service Program, JBR Partners, Inc., its officers and employees for any injury, loss or damages that may result in my participation within the program

SFMTA Community Service Program

Time Sheet

Administered by JBR Partners, Inc.

44 Gough St. Suite 207
 San Francisco, CA 94103
 (415) 655- 9891 or (415) 829-7073
 SFMTACSP@JBRPARTNERS.COM

Participant Name: _____
 Phone Number: _____
 Plan Number: _____

Services performed without enrolling at SFMTA will not be counted. Only volunteer hours performed at a non-profit on the approved list will be accepted. Hours performed after the due date will not be accepted. Please see your SFMTA contract for the required number of community service hours. You are responsible for tracking total hours with signatures from authorized managers only. We are not responsible for lost timesheets. Unless you have a medical waiver, or are over the age of 44, 50% of hours must be done with DPW (Street Cleaning). The other 50% with SFMTA (Non-Profits). If you are older than 44, you may complete 100% of hours with the Non-Profits.

DPW Or BUS Location:

DATE	TIME IN	TIME OUT	Total Hours	MANAGER Signature	MANAGER Name

NON-PROFIT Name:

DATE	TIME IN	TIME OUT	Total Hours	MANAGER Signature	MANAGER Name

TOTAL HOURS COMPLETED: _____

*Email completed timesheets to SFMTACSP@JBRPARTNERS.COM

For JBR Use Only)	JBR Staff Signature: _____	Date: _____
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