



## WORK RELEASE PLACEMENT AGREEMENT

Client Name: \_\_\_\_\_

Case(s) #: \_\_\_\_\_

**Placement Acknowledgement:** I will make an informed and voluntary commitment to participate in the program and comply with all rules and regulations by reading the Client Handbook, reviewing, and signing this Placement Agreement at the time of my admission. Failure to sign will be understood as an intent and desire on my part not to comply or participate in the program.

### Work Release Placement Rules:

1. I will abide by all Court orders and Probation terms and conditions (as applicable).
2. I will provide documentation of my identity and authorization to work in the United States.
3. I will abide by all municipal, state, or federal laws. I understand the issuance of a citation, summons, or arrested by a law enforcement officer may be a violation of my placement and a conviction is not always necessary. Illegal activity may be reported to a court of law for further criminal proceedings. I will report any law enforcement contact to staff immediately.
4. I will be courteous and respectful in all interpersonal relationships and interactions; verbal or physical abuse will not be tolerated.
5. I will follow all reasonable instructions and directives given to me by Work Release personnel.
6. I will be honest and not misrepresent any information to any person and/or on any document.
7. I understand that intimate contact with other clients, visitors, or staff, with or without the other person's consent, is prohibited.
8. I will not possess or consume alcohol, Spice, marijuana, or products containing THC. No controlled substance possession or use except for medication currently prescribed to me by a physician. I will turn in all prescribed medications to staff immediately and will consume, ingest, or otherwise use as medically prescribed and in the direct, visual presence of staff.
9. I will participate in substance use monitoring and according to specified time frames, as directed by staff.
10. I will participate in electronic monitoring, as directed by staff, and perform equipment-operating instructions as given and directed.
11. I will submit to a search of my person, property, or vehicle (when said vehicle is on the grounds of approved lots), upon the request of staff, with or without notice. I understand my personal property is subject to seizure if it violates any terms of the Client Handbook and/or this Placement Agreement.
12. I will not possess or introduce contraband into or on the grounds of the Work Release Facility.
13. I will not possess or use any firearms, explosives or destructive devices, or any other article as a weapon or weapons.
14. I will actively participate in any program or service, as a condition of my sentence and placement.
15. I understand that I am required to sign in and sign out of the facility; I will notify on-duty staff immediately before leaving or immediately when entering the facility.
16. I will be at my designated place of assignment (work, facility, or when on temporary leave from the facility) and will travel directly to and from my designated place of assignment by the approved method of travel, route, and time. I will notify staff of any changes to my work schedule and must receive prior approval of such changes before signing out of the facility. I will make myself available for periodic phone, direct or remote checks by staff of my whereabouts. Should I encounter a situation, which prevents me from

returning to the facility by my prescribed time, I will immediately call the facility for instructions by staff. Should my work, school, or approved attendance to an event in the community terminates ahead of schedule, I will immediately and without delay, return to the facility.

17. I understand that failure to return to the facility as scheduled or not being at my designated place of assignment may place me on escape status, as defined by Colorado law.
18. I am responsible for my own medical and dental care and will inform staff of all appointments.
19. I will seek, secure and/or maintain gainful employment or otherwise approved equivalent. All employment and educational programs shall require staff approval and meet at least basic requirements according to law. I will inform staff when quitting or changing jobs or educational program.
20. Clients sentenced by a Weld County District or County Court agree to pay \$16.00 per day for room and facility services. Out of county clients, agree to pay \$27.00 per day. I will not cash my paycheck or other form of payment for approved employment, without the prior approval of staff. I will not possess any unauthorized funds; accept any financial aid, loans or gifts or enter any contracts, agreements without staff approval.
21. I will keep myself, my property, my sleeping quarters and assigned bedding materials and all common areas in and around the facility, clean and orderly. I will participate in daily, area cleaning assignments.
22. I will provide staff documentation of the following before considered and/or approved to operate and park a motor vehicle at the facility: (a) valid Driver's License; (b) valid vehicle insurance; (c) valid vehicle registration and (d) compliance with any driving restrictions. I will follow all requirements of the Work Release Parking Permit process and maintain requirements as current.
23. I will present all property to staff before entry into the facility. I will place my property in my assigned lockers and secure them with staff issued padlocks. I understand that I am responsible for the safety and security of my property. Exchange of personal property between clients is prohibited, unless approved by staff. I will not damage any property in or out of the facility. I will only use property or items throughout the facility as intended. Theft of others' property or of the facility or grounds may be cause for legal action. If transfer to the jail terminates my placement, I will ensure my property is picked up within 30 days. If placed on escape, my property will be held for 30 days and released only upon my apprehension. Any property not picked-up within designated time frames will be considered abandoned and Work Release staff shall dispose and/or donate my property to a charitable organization.
24. I will not act in such a manner, through individual or complicit behavior, to interfere or hinder with program operations that would jeopardize the safety and well-being of any persons associated with the program and/or to the Work Release Facility.

25. **Special Conditions:** \_\_\_\_\_

I have read (or had read to me), understand and agree to abide by all rules set forth in the Client Handbook and this Placement Agreement. I understand the Client Handbook and Placement Agreement will remain in effect until my final discharge from the Work Release Facility. I understand that violation of this Placement Agreement may constitute a violation of my placement or sentence and that I may be transferred to the Weld County Jail to serve the remainder of my sentence and/or for other proceedings. I hereby authorize Weld County personnel to exchange information with other agencies of the 19<sup>th</sup> Judicial District (or judicial district where I was sentenced) that may have interest in or be associated with my sentence and placement. I hereby release Weld County, Weld County Justice Services, Weld County Sheriff, its officials, employees, and agents, from any and all liability, loss, damage, claim, demand, or cause of action, whether the claim is based on negligence or otherwise, that may arise out of my placement/sentence under this Placement Agreement.

---

Client Signature

---

Date

---

Staff Signature

---

Date