

SUPERVISION INTAKE FORM

(To be completed by the defendant and emailed to the agency by counsel)

Date: _____

Defendant: _____ Case Number: _____

Notes for Supervising Officer: _____

Email address: _____

Mailing address: _____

Residential address: _____

Phone number: _____

Alternate method of contact if any of the above are unavailable or unreliable.
Please give as much detail as possible, including name of contact, relationship,
phone number, address, and email:

Please keep a copy of this form for your records.

If you are granted probation with Court Services, you must call 785-832-5218.

If you are granted probation with Community Corrections, you must call 785-832-5220.

This call must be made immediately following sentencing. Provide your case number, and state that you were just placed on probation. You will be assigned to an officer and given instructions.

Return this form by email to:

sbenkelman@douglascountyks.org for Court Services Supervision

dwright@douglascountyks.org for Community Corrections Supervision