



# Watch Tower

## ALCOHOL & HOME MONITORING SERVICES

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### **Job Search Rules and Regulations**

The following is a list of the rules, regulations and expectations of all clients that are permitted by the court order to have time out of their residence for the purpose of seeking employment. If these rules and regulations are not followed, WatchTower Alcohol & Home Monitoring Services reserves the right to suspend job search until further notice.

1. I understand that I may be permitted a maximum of three (3) days of job search in any seven (7) day period.
2. I understand that I am allowed a maximum of three (3) hours on each day to seek employment, this includes travel time.
3. I understand that Job Search must be completed between the hours of 8:00am and 6:00pm, this included travel time.
4. I understand that a schedule must be received in the WatchTower Alcohol & Home Monitoring Services office twenty four (24) hours in advance for proper approval. Any job search for the weekend must be received before 3:00pm on Friday. **NO EXCEPTIONS**
5. All job search schedule requests must be accompanied with a list of the following:
  - a. The Full Name of Business
  - b. The Full address of the location of the business
6. All job search must be verified with the following:
  - a. A copy of the completed application with the address and phone number of the location, the date and time you were at the location and the name of the person you spoke to.
  - b. If the application is a computerized or online application you must obtain a business card that has the address and phone number of the location, with the date and time you were at the location and the name of the person you spoke to.

I have read, or have had read to me, the above rules and regulations for Job Search. I understand that all rules and regulations are subject to change. I fully understand and agree to abide by these rules and regulations and understand that if I fail to abide by any of these conditions, WatchTower Alcohol & Home Monitoring Services may deny any future requests for job search

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**Client Print Name**

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**Client Signature**

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**WatchTower Alcohol & Home  
Monitoring Services Representative**