

## TUCSON CITY COURT HOMELESS COURT

### NEW APPLICATION

If you seek to enroll a client in Homeless Court send a letter to [TucsonCityHomelessCourt@courts.az.gov](mailto:TucsonCityHomelessCourt@courts.az.gov) with the following information.

1. Client Name
2. DOB
3. Case Manager/Advocate----Agency
4. Contact Info. For Client and Case Manager/Advocate
5. Current Residential Situation
6. Itemization of recent (last 3-4 months) hours of community service/counseling/meetings/training/classes.
7. Total Hours
8. Tucson City Court Case Numbers (can be accessed at Tucson City Court Website--Defendant Search). We need the CM/CR/TR/CT/CO number.
9. Brief Statement of what assistance the client is seeking.

### CONTINUING CLIENT

If your client is continuing with Homeless Court send a letter to [TucsonCityHomelessCourt@courts.az.gov](mailto:TucsonCityHomelessCourt@courts.az.gov) with following information.

1. Client Name
2. Case Manager/Advocate---Agency
3. Any updated contact information.
4. Current residential situation
5. Itemization of hours of community service/counseling/meetings/training/classes since the last session.