2015

Educational and Resource Training Program for Returning Citizens



Osiris Systems Inc.

Perry Kirkpatrick

osirissystemsinc@outlook.com

912-223-0057

Table of Contents

Non-Disclosure Agreement....2
Introduction....8
Mission/Vision....9
MISSION....9
VISION....9
Educational Program....10
Basic Construction....11
Pool/Spa Operator....13
Appliance Repair....14
HVAC....15
AIR CONDITIONING & HEATPUMPS TYPES:....15
Intensive Job Search....17
Life Skills Education....18
Appendix....19
Appendix 1: Expungement Process....20
Appendix 2: Voting Rights....28
Appendix 3: General Assistance....31
Appendix 4: Emergency Assistance....36
Appendix 5: Indigent Care....42
Appendix 6: Disability Assistance....46
Assistance for Individuals with Disabilities....46
Appendix 7: Certification & Licensing....47
Appendix 8: Past Performance....57
Appendix 9: List of Employers....58

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Non-Disclosure Agreement

NON-DISCLOSURE AGREEMENT

THIS AGREEMENT (the "Agreement") is entered into on this ____day of _____

by and between _____, located at _____ (the"

Disclosing Party"), and _____ with and address at

_____ (the "Recipient" or the "Receiving Party").

The Recipient hereto desires to participate in discussions regarding

_____ (the "Transaction").

During these discussions, Disclosing Party may share certain proprietary information with the Recipient. Therefore, in consideration of the mutual promises and covenants contained in this Agreement, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:

1. Definition of Confidential Information.

(a) For purposes of this Agreement, "Confidential Information" means any data or information that is proprietary to the Disclosing Party and not generally known to the public, whether in tangible or intangible form, whenever and however disclosed, including, but not limited to: (i) any marketing strategies, plans, financial information, or projections, operations, sales estimates, business plans and performance results relating to the past, present or future business activities of such party, its affiliates, subsidiaries and affiliated companies; (ii) plans for products or services, and customer or supplier lists; (iii) any scientific or technical information, invention, design, process, procedure, formula, improvement, technology or method; (iv) any concepts, reports, data, know-how, works-in-progress, designs, development tools, specifications, computer software, source code, object code, flow charts, databases, inventions, information and trade secrets; and (v) any other information that should reasonably be recognized as confidential information of the Disclosing Party. Confidential Information need not be novel, unique, patentable, copyrightable or constitute a trade secret in order to be designated Confidential Information. The Receiving Party acknowledges that the Confidential Information is proprietary to the Disclosing Party, has been developed and obtained through great efforts by the Disclosing Party and that Disclosing Party regards all of its Confidential Information as trade secrets

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(b) Notwithstanding anything in the foregoing to the contrary, Confidential Information shall not include information which: (i) was known by the Receiving Party prior to receiving the Confidential Information from the Disclosing Party; (b) becomes rightfully known to the Receiving Party from a third-party source not known (after diligent inquiry) by the Receiving Party to be under an obligation to Disclosing Party to maintain confidentiality; (c) is or becomes publicly available through no fault of or failure to act by the Receiving Party in breach of this Agreement; (d) is required to be disclosed in a judicial or administrative proceeding, or is otherwise requested or required to be disclosed by law or regulation, although the requirements of paragraph 4 hereof shall apply prior to any disclosure being made; and (e) is or has been independently developed by employees, consultants or agents of the Receiving Party without violation of the terms of this Agreement or reference or access to any Confidential Information.

2. Disclosure of Confidential Information.

From time to time, the Disclosing Party may disclose Confidential Information to the Receiving Party. The Receiving Party will: (a) limit disclosure of any Confidential Information to its directors, officers, employees, agents or representatives (collectively "Representatives") who have a need to know such Confidential Information in connection with the current or contemplated business relationship between the parties to which this Agreement relates, and only for that purpose; (b) advise its Representatives of the proprietary nature of the Confidential Information and of the obligations set forth in this Agreement and require such Representatives to keep the Confidential Information confidential; (c) shall keep all Confidential Information strictly confidential by using a reasonable degree of care, but not less than the degree of care used by it in safeguarding its own confidential information; and (d) not disclose any Confidential Information received by it to any third parties (except as otherwise provided for herein).Each party shall be responsible for any breach of this Agreement by any of their respective Representatives.

3. Use of Confidential Information.

The Receiving Party agrees to use the Confidential Information solely in connection with the current or contemplated business relationship between the parties and not for any purpose other than as authorized by this Agreement without the prior written consent of an authorized representative of the Disclosing Party. No other right or license, whether expressed or implied, in the Confidential Information is granted to the Receiving Party hereunder. Title to the Confidential Information will remain solely in the Disclosing Party. All use of Confidential Information by the Receiving Party shall be for the benefit of the Disclosing Party and any modifications and improvements thereof by the Receiving Party shall be the sole property of the Disclosing Party. Nothing contained herein is intended to modify the parties' existing agreement that their discussions in furtherance of a potential business relationship are governed by Federal Rule of Evidence 408.

4. Compelled Disclosure of Confidential Information.

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Notwithstanding anything in the foregoing to the contrary, the Receiving Party may disclose Confidential Information pursuant to any governmental, judicial, or administrative order, subpoena, discovery request, regulatory request or similar method, provided that the Receiving Party promptly notifies, to the extent practicable, the Disclosing Party in writing of such demand for disclosure so that the Disclosing Party, at its sole expense, may seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of the Confidential Information; provided in the case of a broad regulatory request with respect to the Receiving Party's business (not targeted at Disclosing Party), the Receiving Party may promptly comply with such request provided the Receiving Party give (if permitted by such regulator) the Disclosing Party prompt notice of such disclosure. The Receiving Party agrees that it shall not oppose and shall cooperate with efforts by, to the extent practicable, the Disclosing Party with respect to any such request for a protective order or other relief. Notwithstanding the foregoing, if the Disclosing Party is unable to obtain or does not seek a protective order and the Receiving Party is legally requested or required to disclose such Confidential Information, disclosure of such Confidential Information may be made without liability.

5. Term.

This Agreement shall remain in effect for a ten-year term (subject to a one year extension if the parties are still discussing and considering the Transaction at the end of the second year). Notwithstanding the foregoing, the parties' duty to hold in confidence Confidential Information that was disclosed during term shall remain in effect indefinitely.

6. Remedies.

Both parties acknowledge that the Confidential Information to be disclosed hereunder is of a unique and valuable character, and that the unauthorized dissemination of the Confidential Information would destroy or diminish the value of such information. The damages to Disclosing Party that would result from the unauthorized dissemination of the Confidential Information would be impossible to calculate. Therefore, both parties hereby agree that the Disclosing Party shall be entitled to injunctive relief preventing the dissemination of any Confidential Information in violation of the terms hereof. Such injunctive relief shall be in addition to any other remedies available hereunder, whether at law or in equity. Disclosing Party shall be entitled to recover its costs and fees, including reasonable attorneys' fees, incurred in obtaining any such relief. Further, in the event of litigation relating to this Agreement, the prevailing party shall be entitled to recover its reasonable attorney's fees and expenses.

7. Return of Confidential Information.

Receiving Party shall immediately return and redeliver to the other all tangible material embodying the Confidential Information provided hereunder and all notes, summaries, memoranda, drawings, manuals, records, excerpts or derivative information deriving

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there from and all other documents or materials ("Notes") (and all copies of any of the foregoing, including "copies" that have been converted to computerized media in the form of image, data or word processing files either manually or by image capture) based on or including any Confidential Information, in whatever form of storage or retrieval, upon the earlier of (i) the completion or termination of the dealings between the parties contemplated hereunder; (ii) the termination of this Agreement; or (iii) at such time as the Disclosing Party may so request; provided however that the Receiving Party may retain such of its documents as is necessary to enable it to comply with its document retention policies. Alternatively, the Receiving Party, with the written consent of the Disclosing Party may (or in the case of Notes, at the Receiving Party's option) immediately destroy any of the foregoing embodying Confidential Information (or the reasonably non-recoverable data erasure of computerized data) and, upon request, certify in writing such destruction by an authorized officer of the Receiving Party supervising the destruction).

8. Notice of Breach.

Receiving Party shall notify the Disclosing Party immediately upon discovery of any unauthorized use or disclosure of Confidential Information by Receiving Party or its Representatives, or any other breach of this Agreement by Receiving Party or its Representatives, and will cooperate with efforts by the Disclosing Party to help the Disclosing Party regain possession of Confidential Information and prevent its further unauthorized use.

9. No Binding Agreement for Transaction.

The parties agree that neither party will be under any legal obligation of any kind whatsoever with respect to a Transaction by virtue of this Agreement, except for the matters specifically agreed to herein. The parties further acknowledge and agree that they each reserve the right, in their sole and absolute discretion, to reject any and all proposals and to terminate discussions and negotiations with respect to a Transaction at any time. This Agreement does not create a joint venture or partnership between the parties. If a Transaction goes forward, the non-disclosure provisions of any applicable transaction documents entered into between the parties (or their respective affiliates) for the Transaction shall supersede this Agreement. In the event such provision is not provided for in said transaction documents, this Agreement shall control.
10. Warranty.

Each party warrants that it has the right to make the disclosures under this Agreement. NO WARRANTIES ARE MADE BY EITHER PARTY UNDER THIS AGREEMENT WHATSOEVER. The parties acknowledge that although they shall each endeavor to include in the Confidential Information all information that they each believe relevant for the purpose of the evaluation of a Transaction, the parties understand that no representation or warranty as to the accuracy or completeness of the Confidential Information is being made by either party as the Disclosing Party. Further, neither party is under any obligation under this Agreement to disclose any Confidential Information it

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chooses not to disclose. Neither Party hereto shall have any liability to the other party or to the other party's Representatives resulting from any use of the Confidential Information except with respect to disclosure of such Confidential Information in violation of this Agreement.

11. Miscellaneous.

(a) This Agreement constitutes the entire understanding between the parties and supersedes any and all prior or contemporaneous understandings and agreements, whether oral or written, between the parties, with respect to the subject matter hereof. This Agreement can only be modified by a written amendment signed by the party against whom enforcement of such modification is sought.

(b) The validity, construction and performance of this Agreement shall be governed and construed in accordance with the laws of _____ (state) applicable to contracts made and to be wholly performed within such state, without giving effect to any conflict of law provisions thereof. The Federal and state courts located in _____ (state) shall have sole and exclusive jurisdiction over any disputes arising under the terms of this Agreement.

(c) Any failure by either party to enforce the other party's strict performance of any provision of this Agreement will not constitute a waiver of its right to subsequently enforce such provision or any other provision of this Agreement.

(d) Although the restrictions contained in this Agreement are considered by the parties to be reasonable for the purpose of protecting the Confidential Information, if any such restriction is found by a court of competent jurisdiction to be unenforceable, such provision will be modified, rewritten or interpreted to include as much of its nature and scope as will render it enforceable. If it cannot be so modified, rewritten or interpreted to be enforceable in any respect, it will not be given effect, and the remainder of the Agreement will be enforced as if such provision was not included.

(e) Any notices or communications required or permitted to be given hereunder may be delivered by hand, deposited with a nationally recognized overnight carrier, electronic-mail, or mailed by certified mail, return receipt requested, postage prepaid, in each case, to the address of the other party first indicated above (or such other addressee as may be furnished by a party in accordance with this paragraph). All such notices or communications shall be deemed to have been given and received (a) in the case of personal delivery or electronic-mail, on the date of such delivery, (b) in the case of delivery by a nationally recognized overnight carrier, on the third business day following dispatch and (c) in the case of mailing, on the seventh business day following such mailing.

(f) This Agreement is personal in nature, and neither party may directly or indirectly assign or transfer it by operation of law or otherwise without the prior written consent of the other party, which consent will not be unreasonably withheld. All obligations

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contained in this Agreement shall extend to and be binding upon the parties to this Agreement and their respective successors, assigns and designees.

(g) The receipt of Confidential Information pursuant to this Agreement will not prevent or in any way limit either party from: (i) developing, making or marketing products or services that are or may be competitive with the products or services of the other; or (ii) providing products or services to others who compete with the other.
(h) Paragraph headings used in this Agreement are for reference only and shall not be used or relied upon in the interpretation of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Disclosing Party	**Receiving Party**
By: _____	**By:** _____
Name: _____	**Name:** _____
Title: _____	**Title:** _____
Date: _____	**Date:** _____

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Introduction

Osiris Systems Inc. (OSI) offers comprehensive facility operations & maintenance training program. We are dedicated to proficient certification of our service technicians. We are committed to safety and restoring the environment for new uses.



Educational and Resource Program for Ex-Offenders

Many offenders have difficulty finding permanent, unsubsidized, well-paid employment after release because they lack job-seeking experience, a work history, and occupational skills; furthermore, many employers are reluctant or just refuse to hire individuals with criminal records. .

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Mission/Vision



MISSION

O.S.I. is dedicated to providing immediate, effective and comprehensive training services to men and women with recent criminal convictions. Our highly structured and tightly supervised programs help ex-offenders regain the skills and the confidence needed for successful transition to stable, productive lives.

VISION

OSI is committed to providing anyone with a recent criminal history, the preparation and support needed to attain gainful employment and stay connected to the labor force upon returning to society.

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Educational Program

OSI training platforms are short effective training programs that teach usable entry-level skills to our job-seekers. Participants in our training programs will receive Certifications of Completion per training opportunity. This gives our Job Coaches and Job Developers another skill to market our participants to potential employers. OSI Training Opportunities help build foundations for careers and that's change that works. Our Catalog of Placement Trainings include the following:

- **Basic Construction, EPA Certification**
- **Basic Electrical, HVAC / Heat pump Maintenance**
- **Appliance Repair, Pool & Spa Certificate**

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Basic Construction

OSI Basic Construction training prepares individuals to apply construction knowledge and skills to keep a building functioning, And to service a variety of structures including commercial and industrial buildings and mobile homes. Includes instruction in the basic maintenance and repair skills required to service building systems, such as air conditioning, heating, plumbing, electrical, major appliances, and other mechanical systems.

"WHAT CAN YOU BECOME WITH THIS TRAINING"



- First Line Supervisors of Housekeeping and Janitorial Workers.
- First Line Supervisors of Construction, Trades and Extraction Workers
- Maintenance and Repair Workers
- Construction and Building Inspectors

TASKS

- Clean work area, to maintain a clean and safe job site
- Drill holes in timbers or lumber
- Cut timber, lumber or dry wall to specs
- Perform tie spacing layout and measure, mark, and drill
- Select proper tools, equipment for work site
- Wire structure, with 120 VAC or 240 VAC

TOOLS

- Hammers– claw, sledgehammers
- Levels– carpenters', precision levels
- Power saws– circular, table saws
- Screwdrivers– Phillips, straight
- Squares– combination, framing, layout
- Power drills– cord-less drills

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KNOWLEDGE

- Building and Construction
- Mathematics, Mechanical, Design
- English Language, Public Safety and Security

SKILLS

- Active Listening
- Complex Problem Solving
- Coordination
- Critical Thinking
- Social Perceptiveness
- Speaking - Talking to others to convey information
- Monitoring
- Wear common protective or safety equipment such as
- Safety shoes, glasses, gloves, hearing protection, hard hats, or life jackets

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Pool/Spa Operator

(CPO) Certified pool/spa operator

CPO certification courses are designed to provide individuals with the basic knowledge, techniques, and skills of pool and spa operations. This training has helped protect millions of swimmers by reducing hazards at aquatic facilities. The CPO certification program includes pool and spa chemistry, testing, treatment, filtration, maintenance, automatic feeding equipment, and government requirements. The CPO certification program requires an open book written examination. The CPO certification is valid for (5) five years.

THIS PROGRAM IS SEASONAL



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Appliance Repair

As household electrical appliances become more complex, a greater degree of knowledge is required to diagnose and service them. Appliance Repair Program is a hands-on lab experience to acquaint you with the fundamental knowledge and skills needed.

Career Outlook:
The need for trained service technicians qualified to maintain appliances has increased. Appliance technicians install, service and repair automatic washers, dryers, ranges, refrigerators, dishwashers, compactors and other major appliances that are relied upon in today's households.

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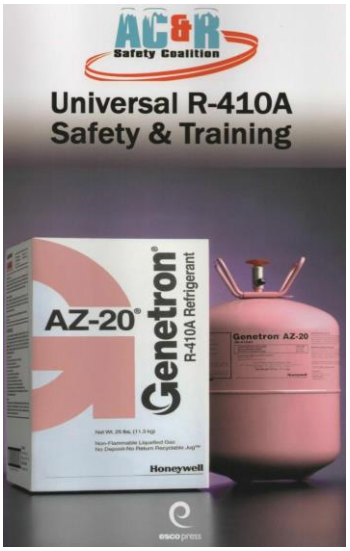
HVAC

AIR CONDITIONING & HEATPUMPS TYPES:

- Heat Pumps
- Straight Air Conditioning
- Gas Furnace
- Air Quality
- History
- Features
- Installation
- Duct Installation
- Measuring Super-heat/Sub-cooling
- Reading Manifold Gauges



UNIVERSAL R-410A SAFETY & TRAINING

This exam was developed to provide field service personnel with the necessary training and practical knowledge to safely perform service on systems containing R-410A and R-410C. In addition, this exam includes information on the R-22 phase-out, appropriate refrigeration and oil applications, service techniques, as well as safe handling of R-410A safety Certification.

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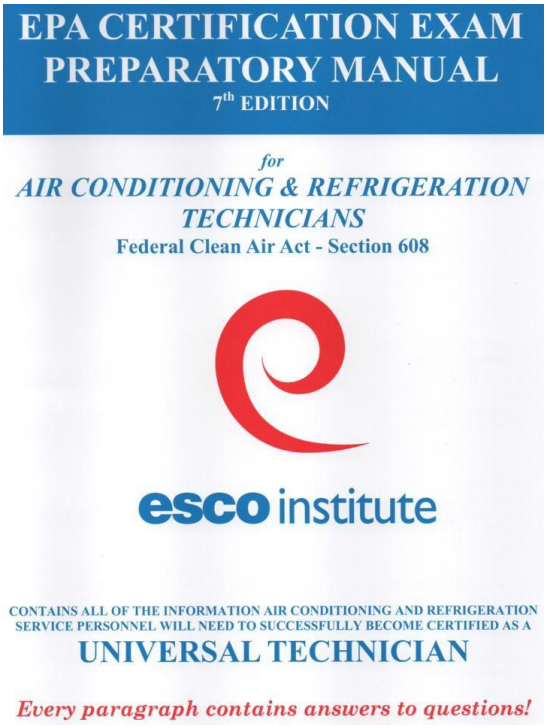
EPA CERTIFICATION EXAM FOR AIR CONDITIONING & REFRIGERATION TECHNICIANS.. FEDERAL CLEAN AIR ACT– SECTION (608)

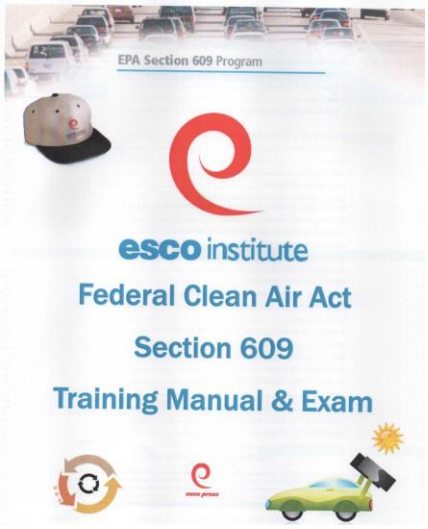
Type (1) Technician who maintains, services or repairs small appliances must be certified as type (1) technician.

Type (2) Technician who maintains, services, repair or disposes of high or very high pressure Appliances, except small appliances and motor vehicle air condition systems, must be certified as type (2) technician.

Type (3) Technician who maintains, services, repairs or disposes of low pressure appliances must be certified as type (3) technician.

Universal – Technician who maintains, services or repairs both low and high pressure equipment, as well as small appliances, must be certified as an universal technician.





EPA SECTION (609) PROGRAM FEDERAL CLEAN AIR ACT AUTOMOTIVE TRAINING CERTIFICATION EXAM

Technician that services Motor Vehicle Air Conditioning (MVAC) must be certified. Servicing of motor vehicle air conditioning includes repairs, leak testing and' topping off' of air conditioning systems low on refrigerant, as well as any other repair to the vehicle which requires dismantling any parts of the air conditioner.

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Intensive Job Search



OSI will assist ex-offenders to obtain public resources, such as Medicaid, Food Stamp Assistance, (if eligible) in addition to obtain proper Documentation for the workplace.

Through OSI referrals for a wide array of family Support services are available.

JOB FAIR:

OSI will conduct a ***Mock Job Fair***, which will consist of on-site interviewing to demonstrate skills learned during the program.

C.E.O.C.P. Work Principles

Cooperation with Supervisors
Effort at Work
On Time for Work
Cooperation with CO-Workers
Personal Presentation



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Life Skills Education

OSI is committed to provide an in-depth orientation for new enrollees. After discussing program requirements and the services offered, our staff begins the process of collecting all of the necessary documentation establishing the participants' employment eligibility in the United States.

Immediately after the orientation process, generally the same day, participants are required to begin a consecutive five day life skills training classes. These classes are based upon a customized curriculum that addresses employment essentials. Participants are introduced to and rehearse the skills and behaviors needed to successfully function in the workplace and overcome the stigma of a criminal past.

OSI tailored instructional approach relies heavily on interactive and role playing exercises to help build client competence and confidence to go out on interviews and once hired, to retain the job.

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Appendix

Please refer to the following pages.

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Appendix 1: Expungement Process

How to get your Felony Expunged

People who have been convicted of a felony have trouble getting their lives back to normal. Fortunately, there is a legal proceeding called expungement that can help. This is the only way that individuals can clean up their criminal records. It may not always be easy, but it can be successful when the right process is followed. Whether a person needs to buy a new car or house or apply for a job, a clean criminal record can make a big difference. With this, it is best to opt for an expungement in order to come out with a clean slate.

Convicted offenders should be aware that their criminal records will never disappear on their own. They have to do something to delete them. The court has the power to have these records eliminated. This means the judge will decide if the applicant qualifies. If they do, the individual's record will be erased and sealed from the public. With this, no one will ever get access to the information including employers who need to do a background check.

Each state has its own laws governing expungement. Generally, it takes around three months to one year or more before their conviction is expunged. It basically depends on the state's laws. In addition, it may take more time before the record is totally removed from local, state and federal databases.

The law recognizes that being convicted of a single offense may not always explain a person's real character even if the case is a felony. There will always be extenuating circumstances that the judge may take into account. This is where courts base their decision when approving or denying the expungement application.

Qualifications for Expungement

Qualifications to get a felony expunged vary in every state. However, convicted individuals who do not commit additional crimes have a better chance. They should ideally have a minimal number of offenses with a significantly low level of severity. People convicted of felonies like rape or sexual battery, child pornography and crimes against minors are definitely not eligible for expungement. Generally, less serious crimes or non-violent crimes like prostitution or drug possession are almost always qualified.

Some states have special rules for cases that can be expunged. In California, there is a law called Three Strikes that penalizes the offender with a life sentence if they have committed three felonies. Even if an individual committed a felony in California and had it expunged, being charged with additional felonies is still counted for the Three Strikes

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law. Although the crime will not appear on their record, it will be cited if they commit another felony.

Some crimes may also be reduced from a felony to a misdemeanor before they are entered into the person's record. With this, it is always best to seek help from experienced lawyers on how to reduce the charges. Doing so makes it a lot easier for crimes to be expunged immediately after the convicted person serves his or her sentence.

WHAT EXPUNGEMENT CAN DO

- It can restore eligibility for student loans even after drug conviction.
- It can help smooth out the process for housing and loan applications.
- It can improve credit ratings.
- It can help secure job certification and licenses without the hassles.
- It allows individuals to move on without fear and shame.
- It gives the authority to an individual to deny conviction.

WHAT EXPUNGEMENT CAN'T DO

- An expunged conviction may still be counted when another felony is committed.
- An expunged conviction counted as a strike remains as a strike.
- An expunged conviction does not delete the criminal record. It will only be dismissed. Nevertheless, the type of crime committed will never be disclosed.
- An expunged conviction does not restore firearm rights lost due to committing a felony. This can only be brought back when it is reduced to a misdemeanor.
- An expungement does not excuse a sex offender from registering. They still have to do this even if the conviction has been expunged.
- Applying for a government job still requires admission of the conviction. However, the dismissal will be emphasized.

THE EXPUNGEMENT PROCESS

Individuals who want to have their felony expunged must follow their state's laws pertaining to the qualifications and process. The following are the steps they should take for the expungement.

1. Determine if the conviction is eligible for expungement.

- Read the state's penal code.

Potential applicants for expungement should know that every state has their own penal code that stipulates the guidelines regarding this legal process. There are a lot of exemptions in these codes. With this, it is best that they take time to read and understand everything carefully. Alternatively, they may seek legal counsel to explain everything to them and determine if they qualify.

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- Wait for the right time.

Application for expungement should be done at least one year to a maximum of five years from the date of conviction depending on the state.

- Applicants should have fully served their sentence.

The court does not allow expungement for applicants who have not yet completed their sentence terms. Generally, a person can only have his or her felony expunged when they have completed the incarceration period or probation and paid all fees, fines and restitution in full. They also have to appear during all hearings.

Alternatively, applicants who have pending probation may request early termination prior to the expungement petition. Otherwise, they have to complete their probation terms first.

- There must be no further convictions within one year of the first conviction.

- Probation for the conviction subject for expungement must not have been revoked or reinstated.

2. DETERMINE THE TYPE OF EXPUNGEMENT APPLICABLE TO THE CASE.

There are three types of expungement that a convicted felon should be aware of before applying for this legal process. Categories for expungement include cases where probation was not ordered, those when probation was ordered but not completed and situations when probation was ordered and completed.

3. SECURE A COPY OF CRIMINAL RECORDS.

Applicants should secure a copy of their criminal records for every conviction to expunge. These documents are necessary when filling out papers for expungement.

4. PROCURE ALL REQUIRED FORMS.

There are two forms that need to be filled out when applying for expungement. No matter what type of expungement is needed, the same forms will be used. This includes the petition for dismissal. These forms are available at the law library or court house and can be downloaded from websites.

In addition, it is always best to attach a letter that explains the reasons to expunge the criminal record. The applicant should point out things like their plans

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for the future. They should also add the crimes they committed, the reason for doing so and how their record negatively affects their lives. Applicants should enumerate how the conviction injured their personal, financial and professional life. It is also a smart idea to include classes, training or education taken after being convicted. Most importantly, they should include their religious affiliations and any 12-step programs they have taken part in.

There may be employers, community members and clergy who want to help the applicant. They can do so through writing a letter explaining their support. However, it should never be attached to the petition for dismissal. Instead, present letters to the judge during the hearing. Moreover, applicants should bear in mind that they need to have a separate petition and order for each conviction they want to expunge.

5. PREPARE THE FORMS.

Documents to be prepared may vary by state. Generally, applicants need to have five copies each of the declaration, order for dismissal and petition of dismissal. Additionally, they have to secure receipts or proof that they have paid all fees, fines and restitution. They may also have to pay for processing fees and secure stamped, self-addressed envelopes.

6. FILE THE FORMS.

All documents and expungement forms should only be submitted to the state where the conviction occurred. There are also fees to be paid for each type of petition. Low-income petitioners may get fee waivers.

7. SERVE THE FORMS.

Serving forms is the recommended formal way of sending documents to the parties involved such as the district attorney and probation department.

8. APPEAR AT THE COURT HEARING.

The petitioner may have to appear in court for a hearing. However, those who have met all the requirements don't have to do so. Instead, they can wait for the decision to be sent to them. Expungement is automatically granted to those who qualify. The court clerk will indicate the exact date when the court makes the ruling.

9. REAPPLY IF DENIED.

Petitioners who have been denied in the court hearing may seek advice from the

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judge about what they can do in order to expunge their conviction. The reapplication for expungement should take place three to six months after the petitioner adheres to the judge's recommendations.

EXPUNGEMENT PROCESSING TIME

In **Florida**, successful expungement seals the criminal record. Employers may know about the record but not the details. Completion of expungement in the state takes about five to seven months. This includes the time to file for the petition until receiving the certificate of eligibility.

In **California**, the expungement process takes about eight to ten weeks. Successful expungement in the state means potential employers will never find out and cannot ask about criminal records. However, the petitioner may need to appear in court during the process.

In **New York**, the penal code only allows sealing of cases where charges have been set aside or dismissed. The expungement is only applicable to non-criminal cases such as disorderly conduct.

THE TIME NEEDED FOR THE EXPUNGEMENT PROCESS MAY TAKE SEVERAL MONTHS TO A YEAR OR EVEN MORE. It depends on how strong the evidence is to support the petition and the state's legal system. People who want to expunge their conviction may face a lot of hurdles. However, a successful expungement could mean a clean record for the rest of their lives as long as they do not commit another crime.

EXPUNGEMENT IS A GOOD WAY TO START A NEW LIFE. This is especially true for those who were only convicted of a single felony. Expungement gives everyone a second chance. However, everything does not end with a successful petition. The expunged conviction can still be recalled if a new offense is committed.

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STATE BOARD OF PARDONS AND PAROLES

2 Martin Luther King, Jr., Drive, S.E.
Balcony Level, East Tower
Atlanta, Georgia 30334-4909
(404) 656-5651
www.pap.state.ga.us

APPLICATION FOR RESTORATION OF RIGHTS/PARDON

I have carefully read all of the instructions attached to this application. I understand that the State Board of Pardons and Paroles (SBPP) cannot pardon or restore firearm rights for offenses that occurred in other states. I understand that the SBPP cannot issue pardons for federal offenses. I understand that the SBPP cannot expunge (remove from my record) any charges or convictions I have received nor can the SBPP seal my records. I understand a pardon may only be granted for a *State of Georgia* conviction. I am applying for (check the appropriate box(es):

_____ Restoration of Civil and Political Rights
_____ Pardon
_____ Restoration of the Right to Receive, Possess or Transport in Commerce a Firearm

List **ALL** of your convictions, including any pending charges. *Attach another sheet if necessary.* Failure to disclose each and all of your convictions may cause denial of your request. Please include the following: length of the sentence, any probation, parole or suspension of the sentence, and any fine or restitution you currently pay or had to pay. **You must provide certified copies of sentence information/termination dates on out of state convictions.**

Crime	*County of Conviction	Sentence Date	Sentence Length	Fine or Restitution

*Give location if sentenced in a federal court or a court in a state other than Georgia.

PLEASE PRINT:

Name (as it appears on court documents) Social Security Number

Other names you are known by Sex (M or F) Race

Inmate Number (if applicable) Date of Birth Current County of Residence

Address City State Zip Code

Home Telephone Number Cell Phone Number Daytime Phone Number

I have carefully examined all of the information I have placed on this application. On penalty of false swearing, I declare hereby that every statement by me is true and correct. I affirm that I have not omitted any requested information. I fully understand any order issued by the Board in reliance on false, inaccurate, or incomplete information will be null and void and of no effect at all. I have not concealed any convictions or unpaid fines or restitution. I understand the Board's decision may not be appealed.

Signature Date

Equal Opportunity Employer
Accredited by the Commission on Accreditation for Corrections/American Correctional Association

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STATE BOARD OF PARDONS AND PAROLES

2 Martin Luther King, Jr., Drive, S.E.
Balcony Level, East Tower
Atlanta, Georgia 30334-4909
(404) 656-5651
www.pap.state.ga.us

APPLICATION INSTRUCTIONS

You do not need to apply if:

- You were convicted of a misdemeanor offense only.
- You were convicted by a court in a state other than Georgia.
- You were sentenced in accordance with the First Offender Act and completed your sentence without court adjudication of guilt.
- You want to restore your right to vote. Your right to vote is automatically restored upon completion of your felony sentence.

To qualify for Restoration of Civil and Political Rights:

- You must have completed all sentences imposed upon you; and
- You must currently live in Georgia if you were convicted in another state; and
- You must have completed all sentences imposed upon you within two (2) years prior to applying herein, and have lived a law-abiding life during this two (2) year period.

Please Note restoration of civil and political rights DOES NOT give a convicted felon the right to purchase, own or have in possession a firearm or other weapon.

To be considered for a Pardon (State of Georgia convictions only):

- You must have completed all sentences imposed upon you at least five (5) years prior to applying herein and have lived a law-abiding life during this five (5) year period; and
- You cannot have any pending charges against you; and
- Your fines must be paid in full.

If you are applying for a Pardon or a Restoration of Civil and Political Rights for any of the following reasons, you must provide a certified copy showing proof of application/acceptance:

- Adoption.
- Section VIII (8) Housing.
- Foster Care provider and/or adoption of a foster child.
- Custodial rights of a minor under the age of 18 years of age.
- Truck driver entry into Canada.
- Child care provider.
- Higher educational program or residency.
- Peace Officer Standards and Training Council (POST). For additional information on law enforcement qualifications, please see POST Council Rule 464-3-02(1)(g) at the following link: http://www.gapost.org/Rules/3offcrt.html.

-Continued on Next Page-

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APPLICATION INSTRUCTIONS

To be considered for Restoration of Firearms Rights:

- You must have NEVER been convicted of any DRUG RELATED OFFENSE;
- You must have completed all sentences imposed upon you at least five (5) years prior to applying herein and have lived a law-abiding life during this five (5) year period; and
- You cannot have any pending charges against you; and
- Any fines imposed against you must be paid in full;
- You must attach letters of reference from three (3) citizens of unquestionable integrity who are not family members. Your references must be advised as to why they are writing a reference on your behalf to the SBPP.
- You must comply with instructions given to you by the SBPP investigator; and

Please Note: The State Board of Pardons & Paroles *rarely* restores firearm rights to applicants whose offense involved the use of a firearm or the possession of a firearm.

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Appendix 2: Voting Rights

Please refer to the following pages.

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Educational and Resource Training Program for Returning Citizens
This document contains proprietary information to be used only for the purposes intended by Osiris Systems Inc.
Page 29 of 68

Democracy & Fairness For Ex-Felons

- The right to vote in America is a key part of democracy. Democracy includes all Americans.
- For a democracy to work, it cannot exclude a large number of voters simply because they are ex-felons.
- Once felons have served their time in prison, and are back in society it is unfair to continue to punish them for the rest of their lives.
- Ex-felons maintain jobs and pay taxes; it is unfair to tax ex-felons but not allow them to vote.
- Restoring ex-felons voting and civil rights is part of effective rehabilitation.
- Denying ex-felons their voting and civil rights is a part of Georgia's shameful heritage of discrimination.

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ACLU GEORGIA

Version 1: 030507

Restoring Your Voting Rights

If you would like to **register to vote** or find a local election office, please contact:

Secretary of State Elections Division
2 MLK Jr. Dr. S.E. Suite 1104, West Tower
Atlanta, Georgia 30334
Tele: (404) 656-2871
http://www.sos.state.ga.us

The ACLU of Georgia would like to talk to you if...

- The Secretary of State's office has **rejected your voter registration** application form based on your felony conviction even though you have completed all terms of your sentence; or
- You would like to vote, but **cannot afford to pay the fines**, fees, and/or restitution related to your sentence.

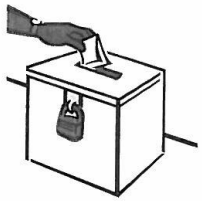
For assistance restoring your voting rights contact:

ACLU Voting Rights Project

Tele: (877) 523-2792
Email: vrpaclu@aol.com
http://aclu.org/votingrights/index.html

The Right To Vote Campaign
http://www.democracysghosts.org

GET YOUR VOTE BACK



A Guide To Help Ex-Felons In Georgia

Prepared By:

ACLU GEORGIA

The American Civil Liberties Union of Georgia
P.O. BOX 54406
Atlanta, GA 30308
http://www.acluga.org

Osiris Systems Inc.

State of Georgia Law

Georgia denies the right to vote to:

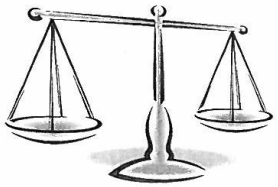
- people who were convicted of a felony involving moral turpitude
- while the person is in prison, on parole, and on probation
- which includes the payment of fines, fees and restitution.

Once a person has completed all of the terms of their sentence, the State automatically restores the person's voting rights.



All **ex-felons need to** do is to **register to vote** with the Secretary of State's office.

However, the State of Georgia has **NOT** provided a list of crimes which involve moral turpitude. The Secretary of State's office has adopted a policy stating that a person convicted of any felony who has not completed the terms of his or her sentence is denied the right to vote.



In Georgia, the government takes away your right to vote if you have been convicted of **ANY** felony.

This is unfair and illegal!

Georgia's requirement that convicted felons pay any fines, fee, or restitution associated with their sentence is an **unconstitutional** poll tax and **discriminates** against individuals on the basis of wealth.



The **24th Amendment** to the **U.S. Constitution prohibits** a state from denying any U.S. citizen the right to vote in federal elections based on the person's failure to pay a **poll tax**.

THE PROBLEMS

- 5.3 million Americans have lost their right to vote due to a felony conviction.
- About 283,607 Georgians have lost their right to vote due to a felony conviction.
- Too many Georgians falsely believe that once convicted of a felony they have lost their right to vote forever.
- Throughout Georgia, voter registration forms are not being processed for persons with a felony conviction.
- Georgians are being denied the right to vote even though their crimes did not involve moral turpitude.
- Across Georgia, African American men are vanishing at the polls; 1in 8 have a felony conviction.
- Most ex-felons do not earn enough wages to pay restitution, and therefore can not vote.

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Appendix 3: General Assistance

Background Reports and the FCRA: The Weiner Law Firm

It is no surprise that it can be difficult for ex-offenders to obtain and maintain employment because of potential employers' misconceptions and assumptions. To combat these issues, one tool in the ex-offenders' toolbox to ensure that they receive due process in the employment arena is the Fair Credit Reporting Act (the FCRA). The FCRA is a broad federal law that requires that employers and background report companies give employees and applicants a fair shake with respect to background reports that they run on those individuals. Every employer in the United States is subject to the FCRA, regardless of size, and the FCRA protects both applicants and current employees when employers run background reports on them. The statute of limitations for violations of the FCRA is two years, so employers may still be liable for violations of the FCRA even if they occurred some time ago. Some common examples of violations are below:

- **Required Notices:** One common scenario is an employer telling an applicant that they cannot be hired after running a background report, without providing that applicant with a copy of the background report or the applicant's rights under the FCRA. If the employer does not provide this information, the employer may have violated the FCRA.

The FCRA requires employers to provide a notice (a pre-adverse action notice) to an applicant when taking an adverse employment action based on information in the background report. The pre-adverse notice must include a copy of the background report and a summary of the applicant's rights under the FCRA. The purpose of the pre-adverse action notice is to allow the applicant an opportunity to clear up any misstatements in the report and to address any misunderstandings the report may have created in the employer's mind. For this reason, the employer must provide the pre-adverse action notice to the applicant BEFORE the employer takes the adverse employment action. While there is no rule as to how many days must elapse between the pre-adverse action notice and the adverse action itself, anything less than five days is typically considered unreasonable.

Keep in mind that the employer must provide an applicant with the pre-adverse action notice even if the information in the background report is entirely accurate

- **Inaccurate or Unreportable Information:** Background reports often times contain inaccurate information about an individual. For example, some reports may associate someone with criminal records that do not belong to them, or may mischaracterize the disposition of a criminal record that does belong to an individual (i.e., report a misdemeanor as a felony). Background reports may also

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contain accurate information that cannot be reported because too much time has passed since the incident. While criminal convictions can be reported indefinitely, non-conviction information (i.e., arrest records) are subject to a seven-year reporting period. If the background report contains information that does not comply, there may be an FCRA violation.

Individuals have the right to dispute inaccurate information with the background reporting company who created the background report. And, if the inaccurate information caused an employer to take an adverse employment action, the individual may have claims against the background reporting company and possibly the employer for failure to follow the pre-adverse action process.

- **Disclosure and Authorization Forms:** When a prospective employer wants to run a background check on an applicant, it must first provide a disclosure to the applicant that a background report may be obtained for employment purposes, and obtain an authorization from the applicant to run the background report. The disclosure must be clear and conspicuous. That simply means that the disclosure must be on its own paper, separate from the rest of the application. If the disclosure is jumbled with the rest of the employment application, there may be an FCRA violation. Likewise, if the employer did not obtain authorization to run the background report before doing so, there may be an FCRA violation as well.

- **Pre-Determined Hiring Criteria:** Often times, background report companies have systems to automatically classify applicants as "do not hires," red versus green, or the like. These systems sometimes violate the FCRA because, essentially, they make the employment decision for the employer without complying with the pre-adverse action requirement described above. In other words, they automatically disqualify a job applicant before permitting them the opportunity to challenge the content of the background report.

The Weiner Law Firm handles FCRA matters across the county in which employers and background report companies do not comply with the FCRA. If you think you might have experienced any of the issues described above within the last two years or you just have questions about the process, you can contact them to discuss whether you have any legal recourse. The Weiner Law Firm does not charge a fee for the consultation and often accepts representation on a contingency basis, and they can often advise individuals of their legal rights so that they can stand up for themselves without having to worry how to pay an attorney. Jeff Sand can be reached at (404) 205-5029 or js@atlantaemployeelawyer.com and Andrew Weiner can be reached at (404) 254-0842 or aw@atlantaemployeelawyer.com

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Kroc Center - Augusta - The Salvation Army

Salvationarmyaugusta.org/Kroc-center
1833 Broad St, Augusta, GA 30904
(706) 364-5762

THE CENTER OF HOPE

Receptionist: 706-826-7933

- Auto Auction Coordinator: 706-434-3178
- Development Department: 706-434-3182
- Volunteer Coordinator: 706-434-3185

FIRST STOP CENTER

- Social Services Assistance: 706-922-8330 (Furniture Voucher- Call in on Fridays)
- Shelter Assistance: 706-826-7933 (Clothing Voucher – Thursdays 12:30 to 2:30)
- Bring with you:
  - Self: Picture ID, SS Card
  - Children: Birth Certificate, SS Card for each

Bob Winkler, Director of Shelter Services

THE KROC CENTER

Welcome Desk: 706-364-5762

- Arts & Education: 706-364-4064
- Aquatics Center: 706-922-8334
- Café on the Canal: 706-922-1525
- Children & Youth: 706-922-1529
- Child Watch: 706-922-8331
- Church & Congregational Life: 706-364-4098
- Events & Catering: 706-922-1527 or 706-364-4061
- Health & Fitness: 706-922-8332
- Membership & Guest Services: 706-922-8329
- Sports & Recreation: 706-922-8361

FAMILY STORES

Donation Pick-Up (Large items): 706-312-1979

- Augusta: 706-733-3219
- Thomson: 706-595-9283
- North Augusta: 803-441-8290
- Community Service: 706-434-6213

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Vital Records

THE UNITED STATES SOCIAL SECURITY ADMINISTRATION
WWW.SSA.GOV
115 Robert C Daniel Jr Pkwy,
Augusta, GA 30909
(800) 772-1213

GEORGIA DEPARTMENT OF DRIVER SERVICES
WWW.DDS.GA.GOV
3423 Mike Padgett Hwy, Augusta, GA 30906
(706) 771-7815

RICHMOND COUNTY VITAL RECORDS

http://www.vitalrec.com/gacounties4.html

Richmond County Health Dept
Vital Records / Bldg E
1916 North Leg Road
Augusta, GA 30909
(706) 667-4335

Benefits.gov - Unemployment Insurance

http://www.benefits.gov/benefits/benefit-details/1696

Unemployment insurance benefits provide temporary financial assistance to workers unemployed through no fault of their own that meet Georgia's eligibility requirements.

Benefits.gov - Food Stamps

http://www.benefits.gov/benefits/benefit-details/1582

The Georgia Food Stamp program provides monthly benefits to low-income households to help pay for the cost of food.

Benefits.gov - Medicaid

http://www.benefits.gov/benefits/benefit-details/1626

The Georgia Medicaid program, administered by the Division of Medical Assistance, provides health care coverage for people who are aged, blind, disabled or indigent.

Benefits.gov - Home Energy

http://www.benefits.gov/benefits/benefit-details/1554

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Georgia's Division of Family and Children Services offers the Regular Home Energy Assistance program to individuals who need financial assistance in the form of locally issued checks to home energy suppliers on behalf of eligible households.

Partnership for Prescription Assistance

http://www.pparx.org/

Apply for the PAP (prescription assistance program) which helps you get your monthly prescriptions at no cost or very low cost. Call 1-888-477-2669.

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Appendix 4: Emergency Assistance

Emergency assistance in Augusta

In addition to the rent programs indicated above, **The Salvation Army** **(706) 826-7933)** helps qualified individuals by providing free food, emergency shelter, meals, clothing, groceries, rent help, cooling and utilities bill assistance, technical & life skills training, Christmas assistance, substance abuse rehabilitation, disaster relief, and counseling and advice.

Shiloh Comprehensive Community Center serves the Richmond and Augusta Georgia community through senior enrichment programs, youth activities and tutoring, food assistance and meals, and wellness events. Dial **(706) 738-0089**.

Weatherization Assistance Program's (WAP) provides free energy conservation measures to income eligible households in the Augusta community. Call the **CSRA** at **(706) 722-0493**

Churches and Catholic Charities - If you are faced with an emergency, this charity may be able to help. The non-profit agency provides help in emergency and crisis situations. Get help with utility bills, rent and prescription drug payments assistance. 811 12th St., Augusta, Georgia 30901, phone **(706) 722-3661**

Army Community Service for the Ft. Gordon area can help persons with a military identification card, and also administers services for their immediate family members and veterans. Some of what is offered includes, but is not limited to, deployment and mobilization assistance, individual/family advocacy, job search/placement, relocation assistance including security deposits, specialized information and referral, emergency financial relief for bills, special needs assistance, and family team building. Address is 307 Chamberlain Ave. Ste. 224, Augusta, Georgia 30905, dial **(706) 791-3579**

Action Ministries of Augusta - Some of the programs include short term and permanent housing. Case management, referrals to financial aid for paying rent or energy bills, and self-sufficiency is available. Some low income families may be issued a loan for various bills or housing expenses such as rent. The focus is on assisting with housing needs in the Augusta Georgia region.

Augusta Catholic Social Services is located at 811 12th St., Augusta, Georgia 30901, phone **(706) 722-3661.** This non-profit agency provides help in crisis and emergency situations. Funds can be used to pay for bills including rent, utility bills, and prescription payments assistance, and more. Programs are offered for the unemployed, low income, and others who are considered at risk.

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Georgia Department of Human Services/Division of Family and Children Services, otherwise known as DFCS Richmond County, helps very low income families. People with medical conditions can apply for rent or utility help. Other aid may be offered to people faced with an eviction. Also learn about Medicaid, food stamps, and other support. 520 Fenwick St., Augusta, GA 30903, **(706) 721-7557**

United Methodist Children's Home may have limited emergency financial assistance for families. Case managers also provide residential group care, transitional living services, and counseling. Main number **(706) 722-8669**

Augusta clothing closets provide free goods to the needy, including children from low income families. If you don't qualify for items then individuals can always turn to regional thrift stores. Some of what may be provided includes shoes for children, baby supplies such as diapers, general clothing, and personal hygiene goods. The non-profits and churches service people from the county and nearby regions.

Christ Church of 1904 Greene St., Augusta, GA 30904, hosts a food pantry and soup kitchen. These, and other services, are offered to the community. Soup kitchen attendees may also receive free new or gently used clothing each week and health screenings or checkups once a month. Telephone **(706) 736-5165**

The Heating Energy Assistance Team (HEAT) – This is offered to all families and individuals throughout Georgia. The HEAT energy assistance program is currently being administered by the Georgia Department of Human Resources statewide through Community Action Agencies as well as the Salvation Army. Phone number **678-406-0212**,

Atlanta Gas Light – They have a program in place for senior citizens, and this particular program may be able to help those people and families that are 65 years of age or older and have a total annual combined household income of $14,355 or less. People who meet these conditions are eligible for up to a $14 monthly discount on their Atlanta Gas Light Company monthly bill, and specifically the base charge. Call **1-800-869-1150** to learn more or to apply.

Carroll Electric Membership Corporation – They also offer customers a Senior Citizens Discount on their bills. This option is for customers who are over the age of 62, and these individuals may receive a discount of $2.50 per month on their energy bill. **770-832-3552**

Coweta-Fayette Electric Membership Corporation – They offer customer's access to Operation Round-Up. The program is funded by donations and members of the coop who contribute to assistance fund which is awarded to various individuals and organizations in need. It may be possible to use grants for a variety of expenses. Call **770-502-0226.**

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Gas South offers its senior citizen customers, who are aged 65 and older, various senior discount rates and savings. The services offered will provide them with a discount on their natural gas consumption charges. Senior and elderly customers may also be eligible for discounted customer services charges and up to a $14.00 monthly discount on their Atlanta Gas Light base charges. Call **1-877-332-5442** Gas South has several other assistance programs in place for the unemployed and qualified low income customers. They range from federal government energy assistance programs such as LIHEAP to payment plans. Customer service representatives from Gas South are committed to working with families, seniors, and the low income across Georgia.

Project SHARE – This is yet another Georgia statewide assistance program that is currently being funded by electric utility customers. The program is administered by The Salvation Army, and it may be able to provide emergency financial assistance and grants to struggling individuals. Call **404-873-3101** (metro Atlanta) or **1-800-257-4273** if outside the city of Atlanta.

SCANA Energy – Financial assistance is offered for those customers who are 65 years of age or older and who have an annual combined gross income per household of $12,000 or less. People who meet these conditions are eligible for a $14.00 monthly discount on their AGL base charge and/or cooling and utility bill. **Call 1-877-467-2262** for more details. Or locate additional programs.

Snapping Shoals EMC – The Senior Citizen-Low Income Assistance program is a program that offers a senior-citizen/low-income discount, and the aid is made available to qualifying members of Snapping Shoals EMC. There are conditions that need to be met in order to qualify, and in order to qualify the customer must be at least 65 years of age and the applicants total household income may not be more than $20,000 a year. The discount on the energy bill, which is $7.50 per month, will be applied to the customer's account.

Snapping Shoals EMC, which can be reached at **770-385-2737,** also runs Operation Roundup. Their version of the program can provide assistance and/or grants for families and individuals who are facing serious short-term emergency or long-term hardships.

Georgia Natural Gas – As with most other utility companies that operate in the state, they provide aid for customers who are 65 years of age or older and who have an annual combined gross income per household of $12,000 or less. People who meet these qualifications are eligible for a $14.00 monthly discount on their monthly base utility charge and bill. **1-877-850-6200 or 770-850-6200**

Georgia Natural Gas - Qualified low income families can apply for other forms of financial aid and conservation. The company also works closely with agencies such as the Salvation Army and United Way to provide help to the needy.

Georgia Power – This energy company will also partially waive the monthly base charge ($10.50 for gas and $14.00 for electric bills) is waived for customers in which

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their total household income is not more than $12,000 annually and who are at least 65 years old. Call **1-888-660-5890**

Habersham Electric Membership Corporation – A resource known as Operation Roundup can provide financial assistance for worthy individuals, families and activities. The program is currently being funded by customer contributions and administered by a voluntary board, and you can call **706-754-2114 or 800-640-6812**

Subsidized Child Care - Childcare and Parent Services (CAPS)

This assistance program will help Georgia families pay for early childhood and school age care programs and will help pay for child care bills. State subsidized care is available for kids from the age birth to age 13, or up to age 18 if the children has special needs. **1-800-869-1150**

Georgia Temporary Assistance for Needy Families (TANF)

This is the monthly cash assistance grant program intended for poor families with children under age 18. Call **1-800-869-1150**

Food assistance programs

Georgia Food Stamp

This program will provides monthly benefits to low-income households that need help and it will assist them with paying for the cost of food. A household may be a family, one person living alone, or several, unrelated individuals who are living together who routinely purchase and prepare their meals together. Anyone may apply for food stamp benefits. This aid and voucher program will help households that have limited resources and income. **1-800-869-1150**

Individuals of all backgrounds and income levels can receive short term assistance from churches, food pantries, and other non-profits in the Augusta-Richmond Georgia region. Many of the locations can provide other help as well, such as clothing, baby formula, diapers, and government surplus food and commodities. Some of the pantries to call are listed here.

Mercy Ministries is located on Fenwick Street. Call **(706) 737-0242** for information on food distribution hours and programs.

Williams Memorial C.M.E. Church dial **(706) 733-9430)** offers meals, free food and groceries, and other aid to the low income and homeless.

Friendly Church of God in Christ - Telephone number is **(706) 724-0990**. Spiritual guidance and perishable items are provided.

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Get free legal advice in Georgia.

The **Georgia Legal Services Program** has a goal of offering free legal advice and representation to lower income and seniors. Assistance with civil matters is offered to families and individuals in Georgia who can't afford their own attorney. The non-profit firm, using federal government funding and donations from a number of sources, provides access to lawyers to help ensure justice and fairness for all.

The advice they provide is for civil cases, and they do not help with criminal cases. Find information on some of the services they offer below. The list below is only a sampling and additional support may be provided to qualified individuals. Or call them at **404-206-5175.**

Child Care Assistance

GAP (Give, Act, Pray)
PO Box 901
Augusta, GA 30903
Office hours are:
Wednesday, Thursday, Friday 10am-3pm
Call us at - 706-722-4408 or email us at:
GiveActPray@gapministriesaugusta.org
They have lots of services and may know of something if they don't have it.

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Vital Records

The United States Social Security Administration

www.ssa.gov

115 Robert C Daniel Jr Pkwy,
Augusta, GA 30909
(800) 772-1213

Georgia Department of Driver Services

www.dds.ga.gov

3423 Mike Padgett Hwy, Augusta, GA 30906
(706) 771-7815

Richmond County Vital Records

http://www.vitalrec.com/gacounties4.html

Richmond County Health Dept.
Vital Records / Bldg. E
1916 North Leg Road
Augusta, GA 30909
(706) 667-4335

Richmond County Sheriff's Office

www.richmondcountysheriffsoffice.com

Criminal Background Checks

The records bureau is glad to assist with criminal history background checks through the State of Georgia only. A more detailed background check would require you to obtain fingerprint cards for submission.

Please be prepared to have a government-issued picture ID and your original Social Security card. If your Social Security card is unavailable, please go to the Social Security Office to obtain this information before requesting a background check.

Criminal history background checks are $10 each, cash only. The service is normally performed while you wait, providing the state computer system is online. 401 Walton Way, Augusta, GA 30904

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Appendix 5: Indigent Care

Christ Community Health Services

Laney-Walker Health Center
1225 D'Antignac Street
Augusta, GA
706-922-0600 Main
706-396-1464 New Patients
706-396-1457 Appointments

Medical Associates @ Belle Terrace

2467 Golden Camp Road
Augusta, GA 30906
706-790-4440

Harrisburg Family Clinic

423 Crawford Avenue
Augusta, Ga 30904
706-496-3885

EyeCare America - This assistance program is offered by the American Academy of Ophthalmology and it provides free eye care to senior citizens, children, and individuals with diabetes, and people who may be at risk for glaucoma. **877-887-6327**

HealthWell Foundation - This non-profit organization provides financial assistance and/or cash grants to help people pay for their health care costs and medical bills. Even if you have health insurance you may be eligible to still receive help as they may pay some or all of your health care costs. In effect qualified applicants will receive free health care from the foundation.

Knights Templar Eye Foundation - The organization administers a health care assistance program provides the uninsured with grants for eye surgery and checkups. **(847) 490-3838**

Mission of Mercy - This is a non-profit charity organization that offers patients free prescription medications and medical care. Some of the services offered can also include dental care, check-ups, and more. The charity can be reached at **717-642-9062.**

New Eyes for the Needy - Provides vouchers for free eyeglasses to the low income and uninsured. Clients can also receive information on how they can meet other vision needs.

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Sight For Students - Provides free eye exams and glasses to children 18 years and younger whose families can't afford to pay for vision care. Thousands of students and children benefit from the Sights for Students program every year. Dial **1-888-290-4964**

Medicaid

Medicaid is a government run financial aid program that will provide health care services to families and individuals that meet the requirements for income, citizenship, and resources. **1-800-869-1150**

PeachCare for Kids

This is a low cost or free health insurance program for children up to age of 19. It can help families pay for medical bills and health care expenses. This plan is free for children under age six. **1-877-GA-PEACH**

University Health Care System (Previously MCG)

(706) 722-9011
706-774-4079
706-774-2563
706-774-5321

It shall be the policy of University Health Services, Inc. (UHS/UH) to establish a standard to determine the financial status of its patients for the purposes of identifying those in need of Indigent/Charity Care (ICCP). This determination is done with respect to hospital charges ONLY. This program will benefit all US citizens who are Georgia resident patients with income levels of 0% up to 200% of the Federal Poverty Guidelines with no other third party payer source. In order for a patient to be considered for the financial assistance program, the patient must have first applied for all other appropriate State or Federal programs.

No individual shall be denied a medically essential service based solely upon lack of ability to pay for services. All policies shall be implemented in accordance with all EMTALA and ICTF rules and regulations, as well as, any other federal or state law, rule or regulation as it relates to the delivery of health care services, as they currently exist and any future changes or amendments to these rules and regulations. Individuals shall be accorded impartial determinations regardless of race, creed, sex, national origin, handicap, or age.

All patients who seek reduced cost of care, give consent to use Personal Health Information data as well as financial data for consideration of assistance with the cost of their health care. The consent allows UHS to submit data requested by the Department of Community Health (DCH) to meet requirements for Disproportionate Share and Upper Payment Limit calculations.

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APPLICATION PROCEDURES FOR RECEIVING INDIGENT CARE (ICCP)

- The Access Coordinator will require an application from every eligible person who claims inability to make the required minimum payment at service date and document any refusal in the computer system. The appropriate UH Financial Counselor will interview the patient to determine if the patient is eligible for any meaningful third party insurance program. If the patient is deemed ineligible for any meaningful third party insurance program, the Financial Counselor will initiate an application and instruct patient to see UHS Department of Family and Children's Services (DFCS) Caseworkers. UH does not accept or process applications for patients who have not received nor are scheduled to receive UH services. Applications for this program are only to be taken when a patient accesses UH services. UH ICCP is not an insurance card that you apply for in the event that you may need services. UH ICCP is a process whereby UH will give consideration to discounting your medically necessary service charges if you meet the ICCP criteria. UH ICCP designation is a last resort. Note: If patient has been in an accident and insurance should cover then patient is denied for services which should be covered by the accident insurance. Please note on ICCP if illness not related to accident so that ICCP application can be considered for that non-accident related service.

- UHS DFCS will work in conjunction with UHS criteria to determine Indigent eligibility. UHS DFCS will establish financial eligibility at the time of application if possible, but no later than sixty (60) days. If applicant has not contacted or is not making progress on completing the ICCP application by day 30 from date of services then UHS DFCS will issue a denial letter outlining the reason(s) for the denial. Applicant will have the remainder of the 60 days to complete the application process.

- If a patient is deemed eligible for SSI/disability, UH Finance Counselors (or their representative) will process an SSI/disability application. If SSA's final decision is that the patient is not disabled and subsequently denies their SSI/disability application, the patient will be eligible to apply for the UHS Indigent/Charity Care Program. If County DFCS or SSA denies an applicant for fraud (i.e. welfare fraud, etc.) or procedural reasons, (i.e. failure to keep assigned appointments, failure to provide required documentation, failure to meet given time frame requirements, etc.), an application for the UHS Indigent/Charity Care Program may be excluded from further consideration. If an applicant who is approved for indigent status is subsequently denied SSI eligibility by SSA for any reason other than the patient is found to be not disabled; their indigent status may be revoked and or future application excluded from consideration.

- University/DFACS will advise in writing and/or by the Indigent/Charity Care Adjustment reflected on the patient's hospital bill.

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- The patient or responsible party must exhaust all necessary steps to secure payment from all other sources (Insurance, Medicare, Medicaid, no-fault, etc.) Applicant must apply to and be denied by all other possible financial resources before the patient will be considered for charity assistance. If patient refuses to apply or provide information necessary to the application process, ICCP will be terminated.

- The patient must inform UH of any changes in status such as residency, income, insurance eligibility, or marital status within 30 days of status change.

- An electronic version of the "Notifications to DFACS of Change in Patient Status" form will be generated to notify the Patient Financial Services Department and DFACS for any patients with indigent status or pending status who have moved outside of the State of Georgia or present at registration point with any kind of medical insurance.

- Applicants must conduct themselves in a courteous, cooperative manner. Failure to do so can result in termination in the ICCP program.

- For ER self-pay patients, UH may choose to determine patient's indigent status with the assistance of an electronic eligibility system. Claims will be billed an initial statement and one bill. The bill will denote that Indigent assistance may be available. Patient may elect to apply for ICCP at that time. Claims written off through the use of the electronic eligibility system patients will not receive other messages or bills.

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Appendix 6: Disability Assistance

Assistance for Individuals with Disabilities

Recommendations for Employment

- Georgia Vocational Rehabilitation Agency. Vocational Rehabilitation (VR) provides services to help eligible persons with disabilities prepare for, start and maintain competitive employment, thus becoming productive and independent citizens in their communities. VR has 12 regional offices statewide as well as more than 35 local offices with expert teams who work in the community and have in-depth knowledge of both the marketplace and the support services available. Customers are therefore able to benefit from opportunities tailored to their specific needs. The Augusta, GA office can be reached at 706-650-5638.

- The Ability One/Source America contract through Goodwill at Fort Gordon. Good Vocation's business consists of contracts with the federal or state government under AbilityOne. Through the AbilityOne/SourceAmerica Program, Good Vocations develops and maintains employment and training opportunities for people with severe disabilities. Good Vocations employs and trains people with severe disabilities to be self-sufficient while learning job skills. This requires an application which is available at any Job Connection, documentation of severe disability, and reliable transportation to and from Fort Gordon. More information can be found by calling Beverly Major at 706-830-8407.

- The Goodwill Job Connection, which is open to any individual in the community who is looking for employment, anytime from 8-5 Monday through Friday. The Job Connection is a community resource center connecting job seekers with employers. If you are unemployed, under employed, or new to the community, The Job Connection is your first step towards a new job. Services available include Local and Regional Job Leads (updated daily), Computers and Internet Access, Resume and Career Exploration Software, Access to Copiers, Printers, Fax and Phone, Employment Fairs (posted as the happen), and Weekly Job Readiness Classes. There are three Job Connections in the Augusta, GA area: 3179 Washington Road at 706-447-5195, 3120 Peach Orchard Road at 706-790-8500, and 1755 Broad Street (Kroc Center Cottages) at 706-364-3714.

- Volunteering may also be a good alternative as you get ready for employment. Volunteering means that you get work experience, but are not paid for the work you do. Goodwill has volunteer opportunities, and an application can be filled out at www.goodwillworks.org/volunteer. Another helpful website for volunteer opportunities available in the CSRA can be found www.volunteer-augusta.com.

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Appendix 7: Certification & Licensing



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Osiris Systems Inc.

This letter must be posted whenever conducting an EPA Section 608 examination.

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
WASHINGTON, D.C. 20460

DEC 28 1993

OFFICE OF
AIR AND RADIATION

Mr. Jerry Weiss
ESCO Institute
1350 W. Northwest Hwy
Suite 205
Mount Prospect, Illinois 60056

Dear Mr. Weiss:

The Environmental Protection Agency (EPA) has reviewed your completed application for approval as a technician certification program under Section 608 of the Clean Air Act (the Act).

The ESCO Institute (ESCO) certification program will provide a closed-book; proctored exam for technicians that covers all of the material specified in 40 CFR Part 82 Subpart F. Tests will consist of prescribed numbers of questions drawn from EPA's test bank. ESCO will provide the certification test at various locations. After the technicians complete the tests, proctors will send the tests to ESCO where the tests are graded. ESCO reports the test results to the technician and issues a wallet-sized identification card to each technician who receives a passing score of 70 percent or higher on the exam. Records of certified technicians and test results will be maintained at ESCO's location in Mount Prospect, Illinois.

Pursuant to 40 CFR 82.161(c) Subpart F, the EPA hereby approves ESCO's technician certification program effective 15 days after the date of this approval letter. This approval is limited to technician certification for proper refrigerant recovery and recycling, and meets the requirements of 40 CFR Part 82 Subpart F and Appendix D to Subpart F. The reasons for EPA's approval are described herein, as well as in the attached Background Document.

Individuals certified by ESCO's program will be considered properly certified in accordance with the requirements promulgated under Section 608 of the Act, provided they are tested in the manner specified in the attached Background Document.

If at any time an approved program is conducted in a manner not consistent with the representations made in the application for approval of the program under Section 608, the

Recycled/Recyclable
Printed with Soy/Canola Ink on paper that contains at least 50% recycled fiber

Administrator reserves the right to revoke approval. The Administrator also reserves the right to specify the need for technician recertification at some future date, if necessary.

In order to remain an EPA-approved certification program, ESCO must submit an activity report in accordance with the requirements detailed in 40 CFR 82 Appendix D to Subpart F. Programs may need to revise certification procedures should there be any revisions to EPA's requirements promulgated under Section 608 of the Act. Testing material may need to be updated within 30 days of the publication of such revisions in Federal Register. EPA may periodically update the test bank. After such updates occur, programs must create new randomly-selected tests.

ESCO should provide the EPA with a written report detailing any technical revisions to the program. This report will accompany the first subsequent activity report that ESCO submits to EPA. In addition, ESCO should inform EPA promptly of any changes in its program administration such as a change of address.

EPA will maintain a list of approved technician training and certification programs for the benefit of the public. The following information about the ESCO program will be included on this list:

ESCO Institute
1350 W. Northwest Hwy
Suite 205
Mount Prospect, Illinois 60056
(800)726-9696
fee $50.00
Training manual available

This approval does not address the status of technicians that participated in any voluntary certification program sponsored by ESCO.

If you have any questions, please contact Cindy Newberg of the Stratospheric Protection Division at (202) 233-9729.

Sincerely,

Stephen O. Anderson, for

Steve Seidel, Acting Director
Stratospheric Protection Division

Enclosures

Educational and Resource Training Program for Returning Citizens

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HVAC Excellence
www.hvacexcellence.org

COSA
Carbon Monoxide Safety Association
Approved
www.cosafety.org

GREEN MECHANICAL COUNCIL™
Founding Member

COSA
Carbon Monoxide Safety Association

Perkins IV Compliant

HVAC Excellence

Combustion Analysis & Fuel Efficiency Natural Gas Version

Student Outcome Assessment
Employment Ready Certification

Exam Code C-21



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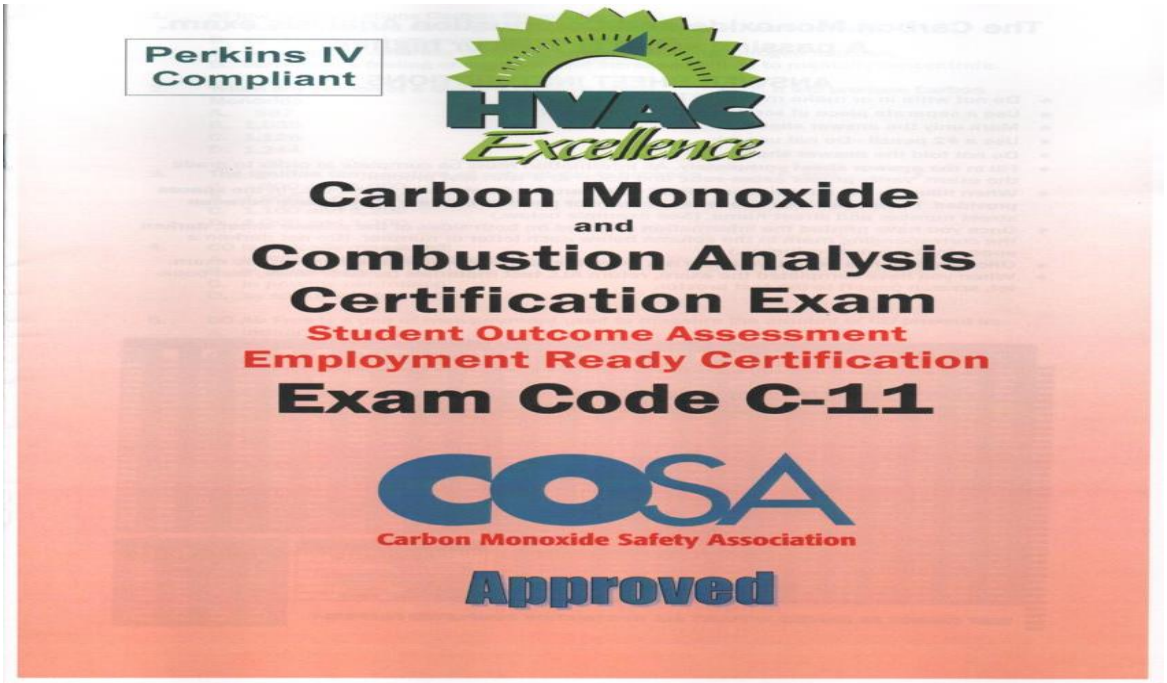

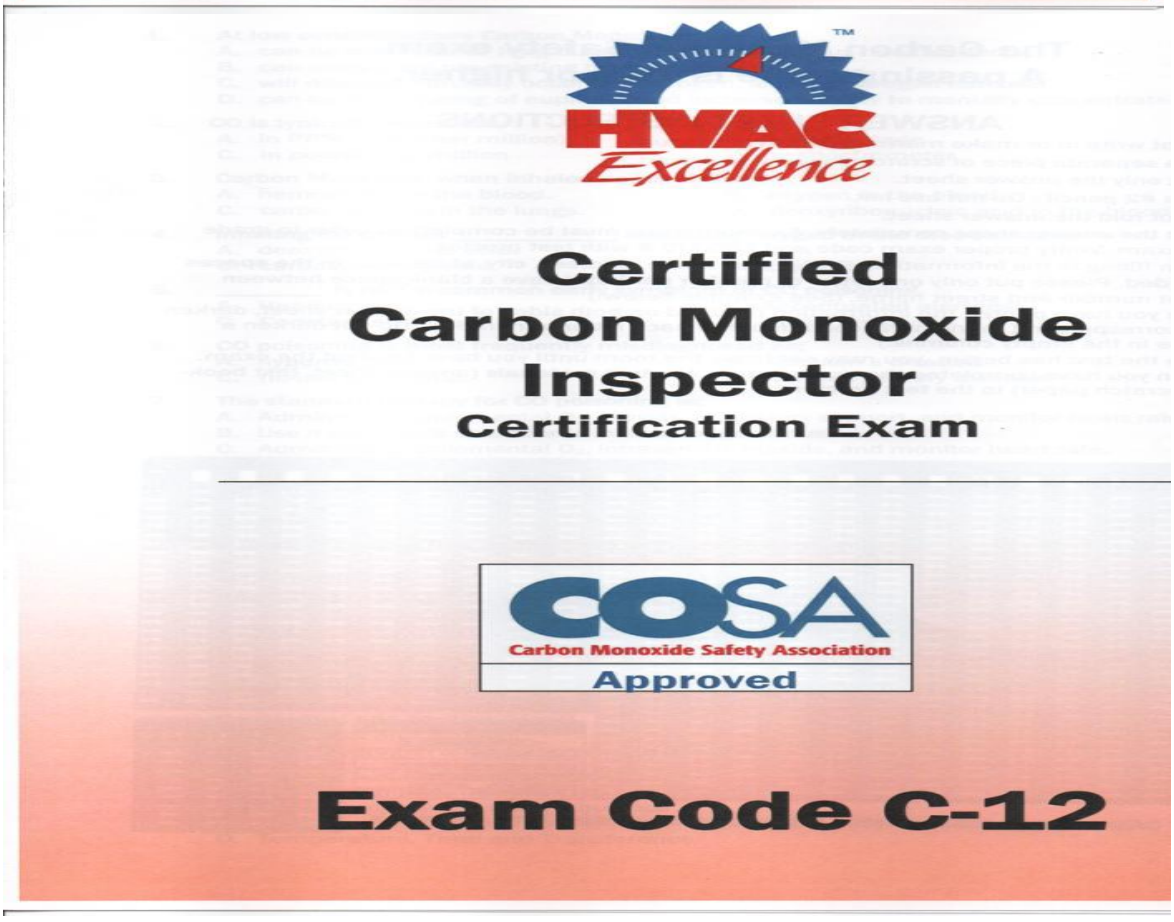

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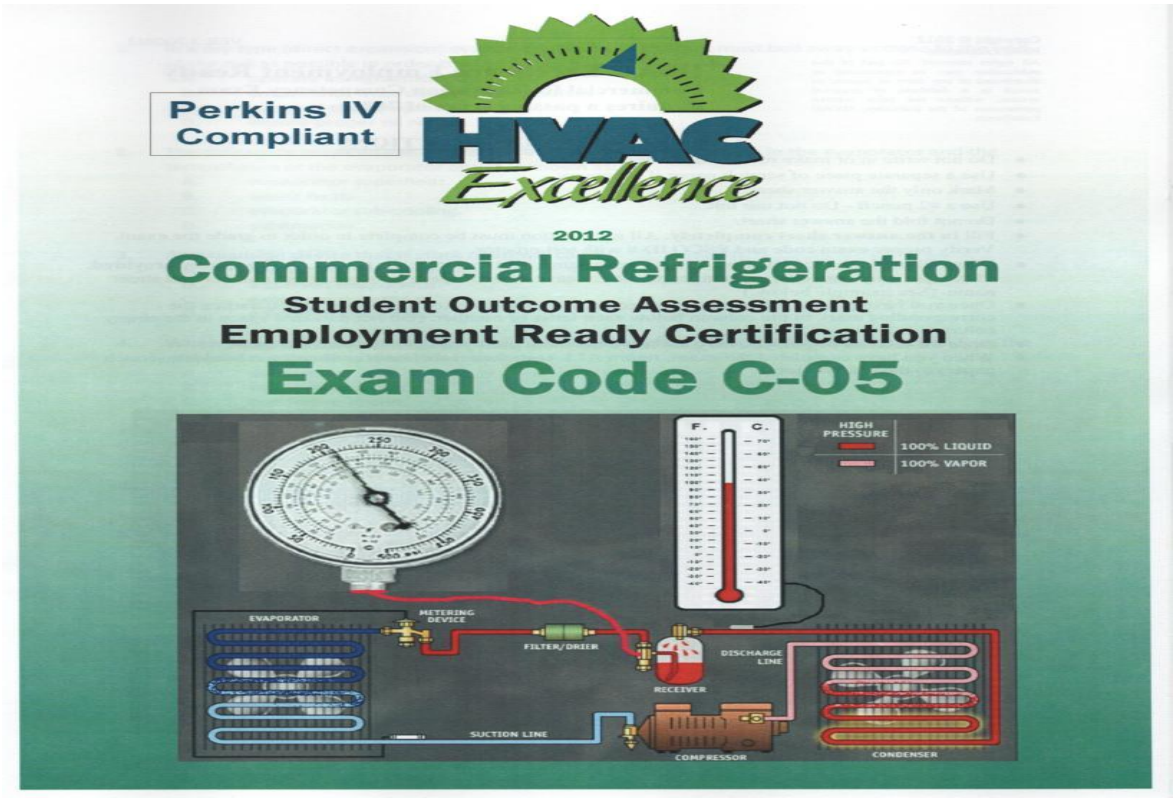



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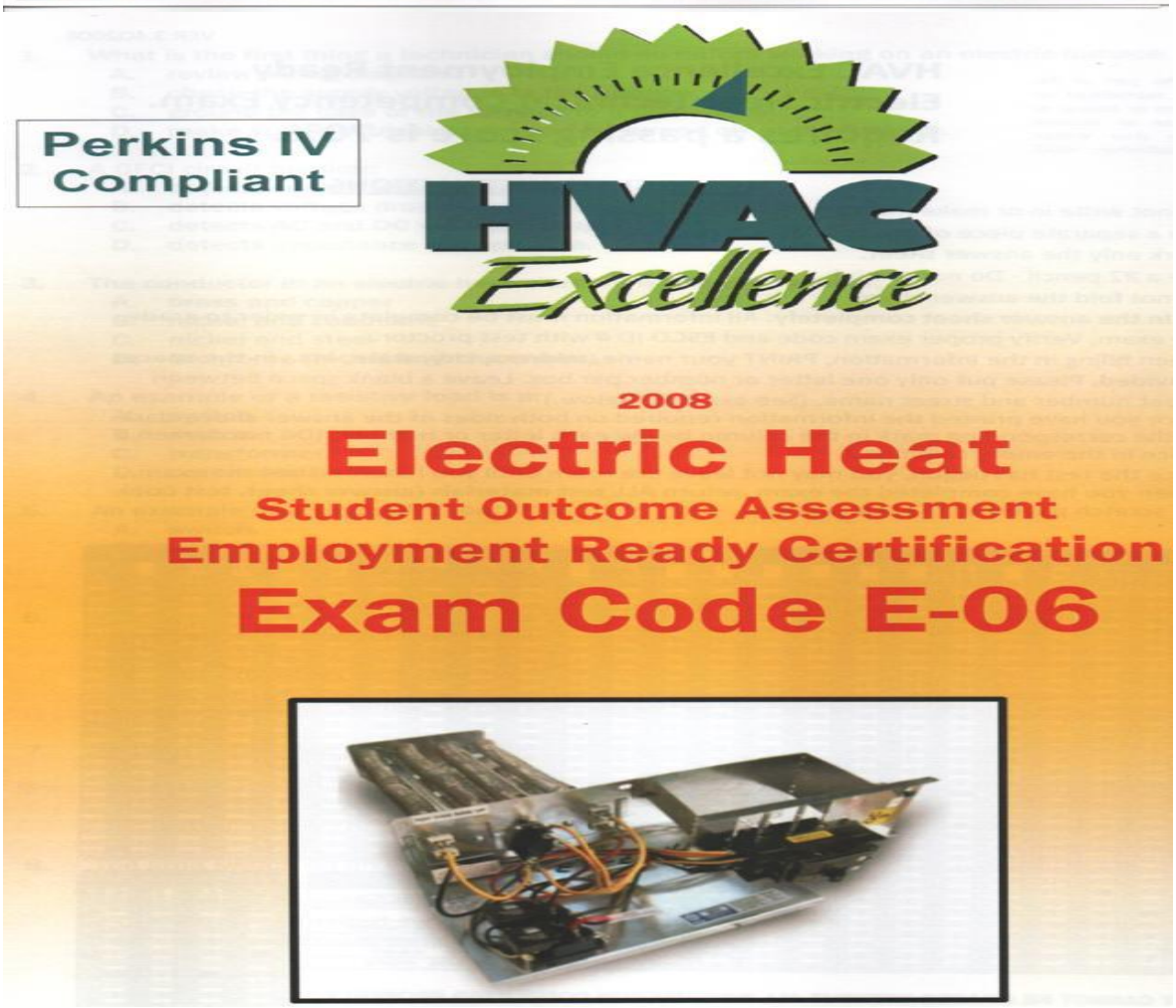

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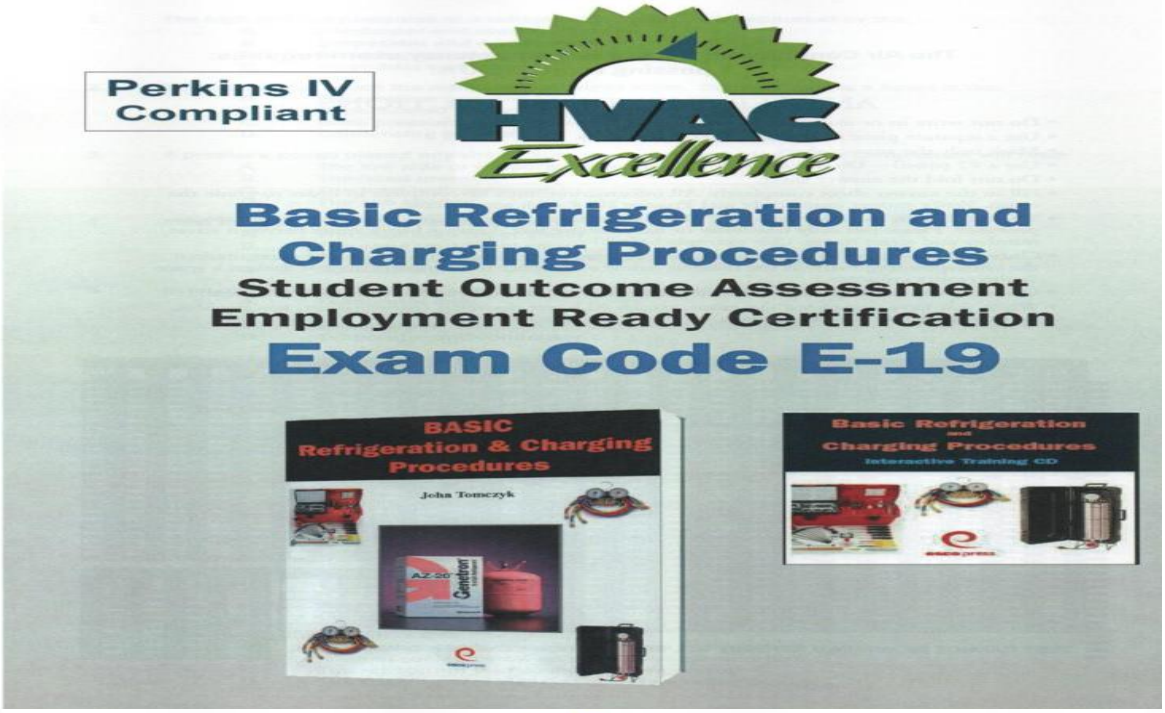

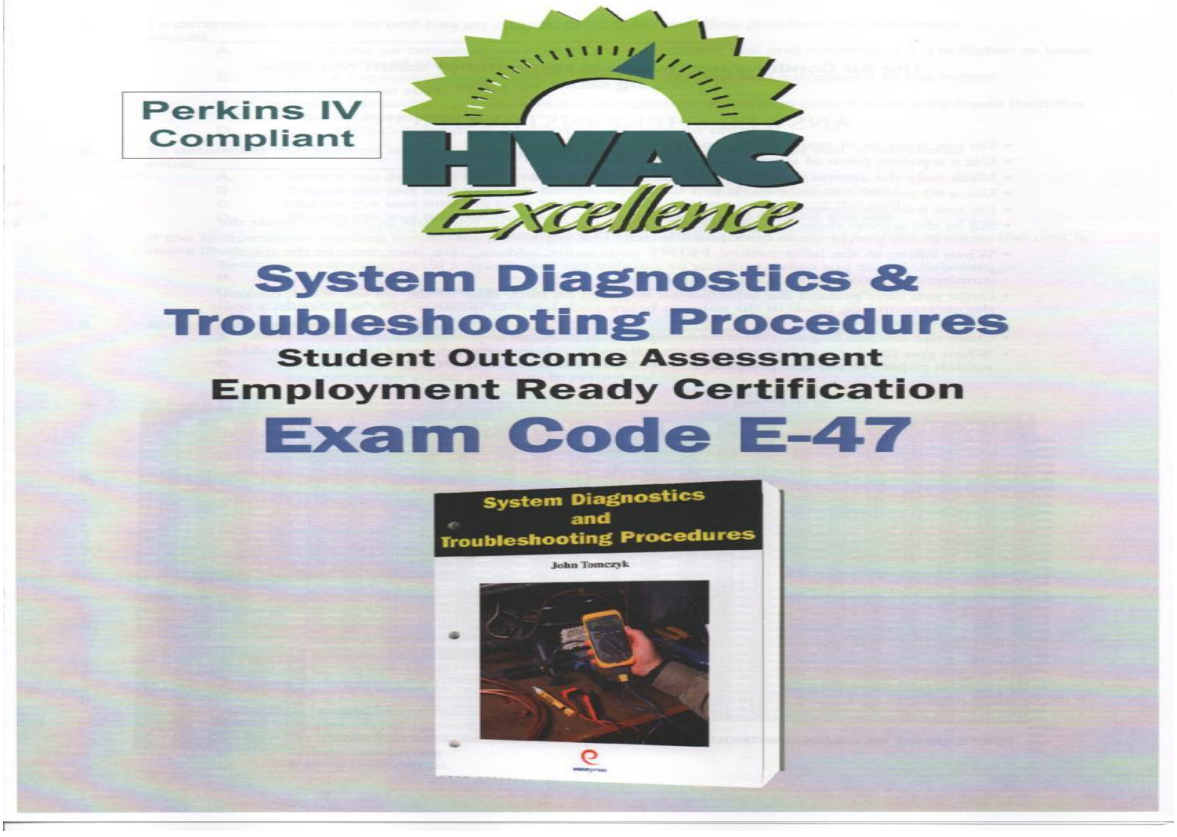

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HVAC Excellence

2012

Gas Heat Exam

Student Outcome Assessment
Employment Ready Certification

Exam Code G-10



Perkins IV Compliant

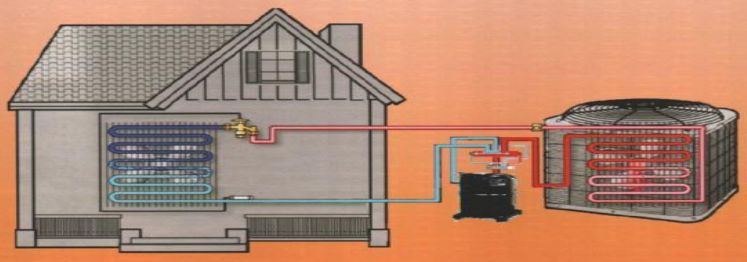
HVAC Excellence

2010

Heat Pump

Student Outcome Assessment
Employment Ready Certification

Exam Code H-03



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Perkins IV Compliant

HVAC Excellence

2007

Oil Heat Exam

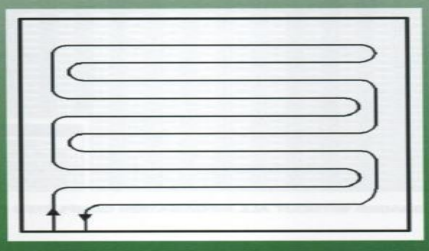
Student Outcome Assessment
Employment Ready Certification
Exam Code H-09



HVAC Excellence

Residential and Light Commercial Hydronic Heat Exam
Student Outcome Assessment
Employment Ready Certification

Exam Code B-20



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Appendix 8: Past Performance



Common Ground Concepts

105 E. CEDAR ST. GIBSONVILLE, N.CAROLINA 27249 (336)446-1309 or (336) 212-8766
Email: commongroundconcepts@yahoo.com
Website: http://www.commongroundconcepts.webs.com/

Michelle Chrisp
105 E. Cedar St.
Gibsonville, NC 27249
October 6th, 2014

RE: Letter of Recommendation

To whom this may concern,We here at Common Ground Concepts recommends highly Mr. Perry Kirkpatrick as an Independent HVAC Training Instructor through the ESCO Institute Section 608-609 EPA Certification for our Property Preservation Company for more than eight years. Mr. Kirkpatrick showed us early in our working relationship that he would be a very valuable asset not only to our company, but to the community as a whole. Mr. Kirkpatrick showed that consistently he was our most reliable and dependable Training Instructor for the ESCO Institute.

Mr. Kirkpatrick is an intelligent and highly motivated individual. He also trained our contractors in the complete installation of a total residential HVAC system, and is more than capable of managing a broad group of people to complete any project in a timely manner.

If you would like additional information about Perry, please feel free to contact me at (336) 212-8766.

Sincerely,

Michelle Chrisp: Owner/Administrator

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Appendix 9: List of Employers

Please refer to the following pages.

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National Companies

Amick Farms

No Felon Restrictions
Negotiable
- Food Service

A vertically integrated poultry processor headquartered in Batesburg-Leesville, SC with facilities in South Carolina, Maryland, and Delaware.
2079 Batesburg Hwy
Batesburg-Leesville, SC 29006
(803) 532-1400

Applebee's

Violent felon Restriction
Multiple Cities, *Multiple States
Negotiable
- Food Service

Applebee's is hiring hourly team members, waiters, management, and support for their corporate office. Applebee's has been known to be a felony friendly employer. Search and apply online directly from their website.

Aramark Food Services

Violent felon Restriction
Multiple Cities, *Multiple States
$8.29+/hr.
- Clerical/Office
- Food Service

Aramark is an equal employment opportunity / affirmative action employer, and has been known to be a felony friendly employer. Aramark has everything from office, to food service position available. Apply on line for a job interview today.

FPL Food | Shapiro’s Meat Packing Co

Only Violent felon Restriction_ 15+years
$8.29+/hr.
- Packaging
- Plant Process

Headquartered in Augusta, GA, FPL Food, LLC is one of the largest privately owned vertically integrated processors of fresh beef products and value added meat selections in the United States.

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Dunkin' Donuts

Sex Offender Restriction
Multiple Cities, *Multiple States
Min. Wage+

- Food Service
- Retail/Sales

Duncan' Donuts is seeking active, and hard-working employees for locations throughout America. Apply online, or at your local Duncan' Donuts for a crew, shift leader, baker, or a manager job position. Insurance, discounts, and other benefits available at select locations.

Golden Corral

No Felon Restrictions
Multiple Cities, *Multiple States
Negotiable

- Customer Service
- Food Service
- General Labor

With more than 500 restaurants in America, and in almost every state Golden Corral is the leader in buffet restaurants. Golden Corral has proven to be a felony friendly employer, so apply online, or at your nearest restaurant today.

IHOP

No Felon Restrictions
Multiple Cities, *Multiple States
Negotiable

- Food Service

Join the team at IHOP, and enjoy benefits, and a great work environment. IHOP is a felony friendly employer, so apply today, either online, or in person (in your city.)

Kohl's

Violent felon Restriction
Multiple Cities, *Multiple States
$7.90+/hr.

- Customer Service
- General Labor
- Retail/Sales

At Kohl’s, we’re always looking ahead to creating the next great thing. Since 1962, our people have been our biggest asset and every great thing we do is thanks to the great people we hire. Apply online today! Kohl's is a known felony friendly employer in most states.

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Longhorn Steakhouse

No Felon Restrictions
Multiple Cities, *Multiple States
18k+/yr.

- Food Service
- Retail/Sales

At Longhorn our team members are what make us successful. We believe in hiring only Great People who can consistently deliver Great Food with a big helping of Genuine Western Hospitality.

Macy's

Violent & Drug Felony Restrictions
Multiple Cities, *Multiple States
$8+/hr.

- Customer Service
- General Labor
- Retail/Sales

Sure, you need to work to support yourself. But if you're like most, you want a job that's more than just a paycheck. You prefer a job that inspires. Work that employs your mind gives you the chance to grow and revolves around building relationships with others.

McDonalds

No Felon Restrictions
Multiple Cities, *Multiple States
Min. Wage+

- Food Service

We believe in flexible schedules that fit into the way you live your life and can help you reach your goals. We'll also give you the mentor-ship and guidance you need to succeed. Apply for a position online, or in person at your local McDonalds restaurant today.

Olive Garden

Felon Restrictions Depend on Location
Multiple Cities, *Multiple States
Negotiable

- Food Service
- Retail/Sales

When you work at Olive Garden, you're family. To help every team member to succeed, we offer extensive training, flexible schedules, competitive benefits, and a place you can call home. Apply for a job now, online, and join our team. Felon restrictions apply based on location, and person hiring.

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PetSmart

No Felon Restrictions
Multiple Cities, *Multiple States
$8+/hr.

- Retail/Sales
- Warehouse

PetSmart hire ex-felons throughout America in (almost) all stores. Apply online, or at your local PetSmart for a job position, in one of the many fields of interest, including cashier, store stocker, management, and more!

Red Lobster

Felon Restrictions Depend on Location
Multiple Cities, *Multiple States
$4.87-$12/hr.

- Food Service
- Retail/Sales

A Red Lobster job could become a career. No matter where you start, it’s the opportunity to learn, grow and have fun while doing it. Red lobster's starting pay is $4.87 for servers / waiters, and $8.00 for hostesses. Pay scale increases with position, and location. Apply online today for a job position in your city.

Red Robin

No Felon Restrictions
Multiple Cities, *Multiple States
Negotiable

- Customer Service
- Food Service

Red Robin is seeking high quality workers for their restaurants in every city, nationwide. Red Robin is a felony friendly employer. You can also apply online, but only for some cities.

Ross Dress for Less

No Felon Restrictions
Multiple Cities, *Multiple States
$7.60+/hr.

- Customer Service
- Retail/Sales

Our company relies on our retail associates and management teams to deliver great clothing, and products to customers. Ross dress for less is a known felony friendly employer, and you can search, and apply online today. We have flexible hour, and we recruit from within, for better positions.

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Sears

Felon Restrictions Depend on Location
Multiple Cities, *Multiple States
$7.60+/hr.

- General Labor
- Retail/Sales

In 1925, the first Sears store opened on the west side of Chicago. Over 80 years later, Sears now operates over 930 stores across all 50 states. Come join our team, apply today online.

Target Stores

Violent felon Restriction
Multiple Cities, *Multiple States
$8+/hr.

- Customer Service
- General Labor
- Retail/Sales

At Target you'll play a key role in getting to know our guests better, making their lives simpler and providing them with the best shopping experience ever. From cashier, to team leader, there are many positions open throughout America. Apply online today for a job in your city.

Tyson Foods

No Felon Restrictions
Multiple Cities, *Multiple States
8.25+/hr.

- General Labor
- Transport/Trucking
- Warehouse

Tyson is one of the world's largest suppliers of chicken, beef, and pork, and prepared foods. Transporting, production, and professional positions available at many cities throughout America. Search for job openings and apply online today. Tyson Foods is an equal opportunity, and felony friendly employer.

UPS

Felon Restrictions Depend on Location
Multiple Cities, *Multiple States
$8.50+/hr.

- General Labor
- Transport/Trucking
- Warehouse

UPS is looking for good men and women, in your city, to fill many positions, from administrative, to package handlers, and delivery drivers. Search for jobs at UPS online today, and apply, or turn in an application at your local branch. Felon restrictions depend upon location, and person hiring.

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Walmart
Restrictions Depend on Location
Multiple Cities, *Multiple States
Negotiable
- Customer Service
- General Labor
- Retail/Sales

Every day millions of customers turn to Walmart to help them live better. Which means that as a Walmart store associate (employee) your job is about much more than selling products—it's about helping people everywhere live better. Apply online for full, part-time, and seasonal positions.

Local Companies

D & P Plumbing Co Inc
3127 Damascus Rd Ste C
Augusta, GA 30909
Phone number (706) 737-0470
Smith Brothers Mech Contrs
1711 N Leg Ct, Augusta, GA 30909
(706) 733-9473

Busy B Plumbing
4167 Wheeler Rd, Augusta, GA 30907
(706) 863-8577
Yohe Plumbing Inc
1017 Franke Industrial Dr,
Augusta, GA 30909
(706) 854-1889

Lloyds Plumbing Co
P.O. BOX 211495 Brookfield Parkway
Augusta GA 30917
(706) 855-5041
Contact name: Lloyd Sandy
Colonial Plumbing
P.O. BOX 15593 Springview Drive
Augusta, GA 30919
Phone: (706) 855-0355

McMahon Mechanical Contractor
P.O. Box 3894
Augusta, GA 30914-3894
Tel.:706 / 7242273

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Babbitts Inc
3111 Damascus Rd, Augusta, GA 30909
(706) 733-0417

My Tanik Plumbing
P.O. Box 6361,
Augusta, GA 30916
(706) 798-6464

B & N Mechanical Contractors
4209 Wheeler Rd, Augusta, GA 30907
(706) 860-6383

Vintson Plumbing Inc
4278 Belair Frontage Rd, Augusta, GA 30909
(706) 650-1060

Mertins Plbg Co
16 Park Place Circle
Augusta, GA 30909
(706) 481-5006

Augusta Plumbing Inc
www.augustaplumbinginc.com
121 Lisa Court
Martinez, GA
(706) 868-8918

Garden City Plumbers
2703 Springwood Drive,
Augusta, GA 30909
(706) 267-1169

Sunbusters Win Tnting Cstmzing
Bobby Wilkes
3842 Washington Rd
Augusta, GA 30907-5052
Phone: (706) 860-0282

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BJ Plumbing Company Inc
127 Shawns Way
Augusta GA 30907
Phone: (706) 650-7941
Contact name: David Byler
Contact title: Chief Executive Officer

Augusta Metal Services Inc
411 Pleasant Home Rd
Augusta, GA 30907-0566
Tel.:706 / 533-2231

Kleins Welding
724 Cool Brook Ct
Augusta, GA 30907
(706) 855-0656

Outley Electrical Company
3537 Rainbow Road,
Augusta, GA 30907
(706) 860-0596

Streets Plumbing Service
135 Cyndee Cir
Augusta, GA 30907
(706) 868-0888

Sullivent Plumbing
269 Rose Street, Augusta, GA 30907
(706) 863-4303

Heath Pipeline Construction Co
4215 Wheeler Rd
Augusta, GA 30907
Phone: (706) 855-5140

Eubanks Plumbing
607 Addison Street,
Edgefield, SC 29824
(803) 637-3555

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Huttos Plumbing Inc

Keith Hutto
199 Hightower Drive
Augusta, GA 30907
(706)339-1594

Elite Window Tinting

3401 Merrimac Ave
Augusta GA 30906
Chris Roy (Owner)
(706)231-3083

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