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|  |  | **Social outing request and Responsibilities** |

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| Offender Name | DOC Number | Facility Name | | | Telephone Number | | |
| Sponsor Name | Date of Outing | Starting Time |  | AM  PM | Ending Time |  | AM  PM |
| Destination | | | | | Telephone Number | | |
| Destination | | | | | Telephone Number | | |
| Destination | | | | | Telephone Number | | |
| Destination | | | | | Telephone Number | | |

Offenders in the Work Release program are still under the custody of the Department of Corrections and must abide by Department regulations. Any violation of these regulations is not in the best interest of the offender and may result in loss of privileges and/or disciplinary actions. The approved sponsor is, by this agreement, delegated custodial supervision over the offender. The offender’s custodial status is the same as if under the supervision of employees/contract staff, and leaving the approved sponsor without authorization or failing to return when required legally constitutes an escape, for which appropriate action may be taken.

1. All sponsors must be at least 21 years of age. Spouses between 18 and 21 years of age require Community Corrections Supervisor approval to be sponsors.
2. Offenders must be signed out by the sponsor in the presence of an employee.
3. Offenders must be returned to the facility by the predetermined time and signed in by the sponsor in the presence of an employee.
4. Offenders will not consume alcoholic beverages at any time.
5. Offenders will not enter taverns, bars, cocktail lounges, or other alcohol distributing points.
6. Offenders will not use or possess any illegal or mind altering drugs.
7. Offenders will not have access to firearms.
8. Offenders will not leave the county in which their assigned Work Release is located without prior written approval of the Community Corrections Supervisor/designee.
9. Offenders will not leave Washington State during social outings.
10. Offenders will not leave their approved sponsor at any time.
11. Offenders will not associate with other Work Release offenders, probationers, parolees, furloughees, or anyone with whom s/he was involved in previous offenses.
12. The sponsor will ensure that the offender adheres to all social outing rules and regulations and will advise the Work Release Counselor of any violations or problems which occurred during the social outing.
13. Sponsors must telephone the facility immediately if there are any changes in the social outing plan or if the offender departs unexpectedly.
14. The sponsors must provide proof of insurance and ownership of the vehicle being used for transportation.

I hereby acknowledge that I have read or had the above rules read to me. I understand and agree to abide by these expectations. Failure to follow these rules may result in sponsorship being terminated and/or the offender being written up for an infraction(s).

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| Sponsor Signature |  | Offender Signature |  | Date |

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| **work release employees** | | | | | |
| Approved  Denied | Approving Authority | | Signature | | Date |
| Time Offender and Sponsor Left the Facility  AM  PM | | | Time Offender and Sponsor Returned to the Facility         AM  PM | | |
| Employee Witness | | Signature | Employee Witness | Signature | |

***The contents of this document may be eligible for public disclosure. Social Security Numbers are considered confidential information and will be redacted in the event of such a request. This form is governed by Executive Order 00-03, RCW 42.56, and RCW 40.14***