



State of Florida
 SIXTEENTH JUDICIAL CIRCUIT
 MONROE COUNTY
**COURT-APPOINTED ATTORNEY
 APPLICATION**

www.keyscourts.net

CONTACT PERSON
Court Administration Cheryl Alfonso Freeman Justice Center 302 Fleming Street Key West, FL 33040 (305) 292-3423 cheryl.alfonso@keyscurts.net

GENERAL INSTRUCTIONS
<ul style="list-style-type: none"> Type or print in ink this application in its entirety. Mark the appropriate box indicating the county and category of cases for which you are applying. Mark the appropriate box indicating you meet the requirements in the categories for which you are applying. Sign your name in the Certification Section (page 2). All information you submit is subject to verification. Submit the original application to the contact person listed above.

APPLICANT INFORMATION
Name: Last First Middle Initial
Business Address
County City State Zip
() - () - () -
Business Phone Fax Alternate Phone
Email Address Florida Bar Number

PROFESSIONAL REQUIREMENTS	
<p>Please read and initial the following:</p> <p><input type="checkbox"/> I am a member in good standing with the Florida Bar.</p> <p><input type="checkbox"/> I have read the contract for Court Appointed Attorneys located at http://www.justiceadmin.com.</p> <p><input type="checkbox"/> I have read the Sixteenth Judicial Circuit's Administrative Order for Court Appointed Attorneys located at: http://www.keyscourts.net</p> <p><input type="checkbox"/> I agree to provide legal services at the compensation rates specified in the Administrative Order and the General Appropriations Act.</p>	<p><input type="checkbox"/> I agree to comply with the Justice Administrative Commission's requirements for billing.</p> <p><input type="checkbox"/> I will not solicit compensation from the defendant or other client that I am appointed to represent.</p> <p><input type="checkbox"/> I will notify the Chief Judge and the JAC of any formal complaint filed by The Florida Bar against me; any non-confidential consent agreements entered into between myself and The Florida Bar; and any claim of ineffective assistance that has been set for a hearing before a judge or magistrate.</p>

REGISTRY PREFERENCE							
Mark the appropriate box indicating the category and location for which you are applying.							
CATEGORIES	KW	MR	PK	CATEGORIES	KW	MR	PK
Criminal Registry-Misdemeanor/Criminal Traffic	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Criminal Appellate-Capital	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criminal Registry-Non Cap 2nd and 3rd degree Felony	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Juvenile Delinquency Registry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criminal Registry-Non Capital 1st Degree, Life Felony, Capital Sexual Battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Juvenile Dependency Registry (shelter through Post Disposition and Appeals)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capital Registry—Death Certified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Juvenile Dependency (TPR and Appeals)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criminal Appellate—County to Circuit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Standard Guardianship and Appeals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criminal Appellate—Non Cap 2 nd and 3 rd Degree Felonies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Emergency Guardianship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Criminal Appellate—Non Cap 1 st Degree, Life Felonies, Cap Sexual Battery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jimmy Ryce and Appeals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTORNEY QUALIFICATIONS

Mark the appropriate box in the categories for which you are applying.

I hereby apply to serve as court-appointed counsel to represent indigent defendants in the categories marked below and certify that I meet the qualifications established for each category by the Indigent Services Committee.

Criminal Cases

- a) I am a member in good standing of the Florida Bar.
- b) I am in compliance with the Florida Bar approved continuing legal education requirements with a minimum of ten hours with in a reporting cycle devoted to criminal law.

Criminal-Misdemeanor/Criminal Traffic Cases

Criminal-Second and Third Degree Felony Cases

- a) I have been a member of the Florida Bar for at least two years with no fewer than three state or federal jury or non-jury trials, at least two of which were criminal cases.

Criminal-First Degree, Life Felony, Capital and Capital Sexual Battery Cases

- a) I have been a member of the Florida Bar for at least five years with no fewer than five state or federal jury trials, at least three of which were criminal cases.

Capital Cases

- a) I meet the requirements set forth in Fla. R. Crim. P. 3.112(f) Lead Counsel and/or:
- b) I meet the requirements set forth in Fla. R. Crim. P. 3.112(g) Co-counsel.

Criminal Appellate Cases

- a) I am in compliance with the Florida Bar approved continuing legal education requirements and I have a minimum of ten hours within a reporting cycle devoted to appellate law.
- b) I meet the experience requirements above for the criminal cases in which the appeal has been filed.

Juvenile Delinquency Cases

- a) I am a member of the Florida Bar.

Jimmy Ryce Cases

- a) I have been a member of the Florida Bar for at least five years with no fewer than five state or federal jury, at least three of which were criminal cases.

Juvenile Dependency (Shelter to Post-Disposition & Appeals)

- a) I have observed a shelter hearing, a dependency hearing and a termination of parental rights hearing.
- b) I will have completed at least six hours of approved continuing legal education, within the Florida Bar reporting cycle, in the area of dependency law.

Juvenile Dependency (Termination of Parental Rights & TPR Appeals)

- a) I have at least two adjudicatory hearings on petitions of dependency.
- b) I have at least one year of dependency experience.

Standard Guardianship Cases

- a) I am familiar with the practice and procedure of guardianship proceedings.
- b) I have experience in the use of expert witnesses and evidence.
- c) I have represented clients in no fewer than two guardianship proceedings.
- d) I will have completed at least six hours of approved continuing legal education, within the Florida Bar reporting cycle, in the area of guardianship law.

Emergency Guardianship Cases

- a) I certify I am familiar with and have knowledge of the following:

Chapter 415, Florida Statutes;
 Chapter 39, Florida Statutes (Baker Act);
 Chapter 397, Florida Statutes (Marchman Act);
 Chapter 392, Florida Statutes, Victims of Tuberculosis;
 Chapter 744 and 765, Florida Statutes and Rule 5.900, Florida Rules of Probate, Health Care Directives; and
 Chapter 384, Florida Statutes, Victims of Sexually Transmitted Diseases.

CERTIFICATION

I certify that to the best of my knowledge and belief, all of the statements contained herein and on any attachments are **true, correct, complete, and made in good faith**. I understand that any **omissions, falsifications, misstatements, or misrepresentations above** may disqualify me for consideration and, if I am accepted to the registry and/or issued a contract, may be grounds for refusal of appointment or dismissal at a later date. I understand that if appointed, I am required to adhere to the contract and applicable policies and procedures established by the Sixteenth Judicial Circuit and/or Justice Administrative Commission.

Signature of Applicant

Date