

STATE OF ALABAMA
OFFICE OF INDIGENT DEFENSE SERVICES
CONTRACT COUNSEL APPLICATION

Application to participate as contract counsel for the following judicial circuit: _____

covering the following county(ies) _____,
_____, _____, _____,

Last Name	First Name	Middle Initial	ABA Number
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Doing Business As (if an entity other than the individual will be the contracting party, such as a partnership or corporation).

Firm/Office Name

Office Address (City/State/Zip)

Telephone Number

Fax Number

Email Address

AOC Attorney Code

Alabama STAARS Vendor/Payee Number (if one has been issued)

APPLICANT'S BACKGROUND

I affirm that I am a member in good standing with the Alabama Bar Association: _____

Initial

Alabama Bar Admission: Month _____ Year _____

Other bar admissions and dates: _____

Fluency in languages other than English: (please list) _____

REQUESTED AREAS FOR COURT APPOINTMENTS

I request consideration as a contract attorney for the _____ Judicial Circuit,
_____ County(ies), and I state that I
am a licensed attorney presently qualified to accept indigent client appointments and am applying for the
following appointments: (check all that apply)

1. Misdemeanor criminal cases _____
2. Non-capital felony criminal cases _____
3. Juvenile delinquency/CHINS cases _____
4. Juvenile dependency cases, including GAL _____
5. Juvenile/Adult Violations _____
6. Termination of parental rights cases _____
7. Child support contempt cases _____
8. Appeals of non-capital felony cases _____
9. Appeals of juvenile cases _____
10. Drug Court _____

LEGAL EMPLOYMENT

1. Current law position (indicate whether as partner, associate, sole practitioner, etc. and whether full-time or part-time)

2. General nature of current practice [e.g., criminal (trial and/or appellate), juvenile (dependency, delinquency, termination of parental rights), civil litigation, corporate, etc.]

3. Indicate all counties in Alabama in which you have accepted appointment in criminal cases and the years you have accepted such appointments.

4. Indicate all counties in Alabama in which you have accepted appointment in juvenile cases, including delinquencies, dependencies, CHINS, and termination of parental rights and the years you have accepted such appointments.

5. Do you currently have a contract with any other state agency in Alabama besides OIDS (for example, DHR)? If so, please list.

CRIMINAL AND JUVENILE TRIALS/APPEALS EXPERIENCE

I hereby certify that the following is my experience in handling criminal/juvenile cases:

- | | | |
|--|-----|----|
| 1. I have been lead counsel in ten (10) or more misdemeanor cases. | YES | NO |
| 2. I have been lead counsel in ten (10) or more juvenile delinquency/CHINS cases. | YES | NO |
| 3. I have been Guardian ad Litem in five (5) or more juvenile dependency cases. | YES | NO |
| 4. I have been lead counsel in five (5) or more juvenile dependency cases. | YES | NO |
| 5. I have been lead counsel in five (5) or more non-capital felony cases. | YES | NO |
| 6. I have been lead counsel in one or more non-capital felony appeals. | YES | NO |
| 7. I have been lead counsel in one or more juvenile appeals. | YES | NO |
| 8. I have been lead counsel in one or more capital murder cases. | YES | NO |
| 9. I have been co-counsel in one or more capital murder cases. | YES | NO |
| 10. I have been lead counsel in one or more capital murder appeals – Life Without Parole assessed. | YES | NO |
| 11. I have been lead counsel in one or more capital murder appeals – Death Penalty assessed. | YES | NO |

12. I have tried approximately _____ misdemeanor cases to JURY verdict.
13. I have tried approximately _____ juvenile cases to adjudication.
14. I have tried approximately _____ non-capital felony cases to JURY verdict.
15. I have tried approximately _____ capital murder cases to JURY verdict.
16. I have filed approximately _____ appellate briefs in juvenile cases.
17. I have filed approximately _____ appellate briefs in non-capital felony cases.
18. I have filed approximately _____ appellate briefs in capital murder cases.
19. Approximately _____ % of my practice is devoted to criminal law.
20. Approximately _____ % of my practice is devoted to juvenile law.

During the last three (3) years, how many of each of the following types of experts/witnesses have you consulted with during trial preparation and/or examined during litigated motion hearings, preliminary hearings or trial in criminal cases?

Ballistic Experts _____	Police Officers _____
Chemists/Lab Techs _____	Psychologists / Psychiatrists _____
Fingerprint Experts _____	Serologists _____
Medical Examiners _____	DNA Experts _____
Medical Experts _____	Mitigation Experts _____
Social Workers _____	
Other (please specify) _____	

TRAINING

I am currently certified by the Alabama Administrative Office of Courts as a guardian ad litem.
If yes, please attach a copy of the most recent certificate to this application.

YES

NO

List the CLE courses you have attended or taught during the last two (2) years that involve the practice of criminal and/or juvenile law. (Attach additional sheets as necessary.)

YEAR	COURSE	LOCATION

INFORMATION ABOUT APPLICANT'S OFFICE

Number of secretarial and other support staff. _____

Is your office computerized? YES NO

Do you have an in-house law library? YES NO

Do you have electronic legal research capabilities? YES NO

Are you willing to place reasonable restrictions on your other legal practice to ensure that the contract clients served under this agreement are competently represented?

YES NO

GRIEVANCE MATTERS

State whether you have been disbarred, suspended, reprimanded, or otherwise disciplined by any segment of the bar including, but not limited to, any local, district or state grievance authority of an organized bar. If yes, give full details by attachment to this application.

YES NO

Do you now have any charges pending against you, either in court or grievance committee, that could result in the filing of a malpractice suit, a grievance committee proceeding or a suit for disciplinary action? If yes, give full details by attachment to this application.

YES NO

I agree that I will immediately notify the Alabama Office of Indigent Defense Services of any reason which would render me unfit to continue to provide competent representation.

YES

NO

State whether you have ever been removed, terminated or otherwise disciplined in any prior indigent defense services contract within any judicial circuit in Alabama. If yes, give full details by attachments to this application.

YES

NO

In submitting this application, I authorize the Alabama Office of Indigent Defense Services, the local Indigent Defense Advisory Board and the Indigent Defense Review Panel to contact all persons, firms, officers, corporations, associations, organizations, state and federal agencies, institutions, and any other entities about the information set forth herein and to request any relevant documentation, records or other information necessary to conduct a full investigation of this application, including but not limited to, the records of grievances in possession of a grievance committee or the general counsel of the Alabama Bar Association. I further agree that all information received by the Alabama Office of Indigent Defense Services shall be confidential and that I have no right of access to any information, documentation or records received by the Alabama Office of Indigent Defense Services from third parties.

Applicant's Printed Name

Applicant Signature

STATE OF ALABAMA)

)

COUNTY OF _____)

I, _____, being duly sworn, state that I have read the foregoing application and answered each question fully and frankly, without concealment, reservation or qualification, and my answers, statements and representations are, to the best of my knowledge, true and complete.

Applicant's Signature

Subscribed and sworn to before me, on this the _____ day of _____, 20____.

(SEAL)

My Commission Expires: _____

Notary Public

RELEASE AND WAIVER

STATE OF ALABAMA)
)
COUNTY OF _____)

I, _____, am an applicant to become contract counsel with the Alabama Office of Indigent Defense Services for the _____ Judicial Circuit.

As a condition of my application, I freely and voluntarily consent to the Alabama Office of Indigent Defense Services and my local Indigent Defense Advisory Board investigating my legal qualifications and work experience, and I expressly authorize the release and disclosure of information relating to my legal qualifications and work experience to the Alabama Office of Indigent Defense Services and the Indigent Defense Advisory Board, or their authorized agents, including but not limited to, files and records containing such information maintained by former and current employers, educational institutions, governmental bodies, professional associations, and investigative, disciplinary or grievance bodies.

I hereby waive any privilege of confidentiality I might have with respect to the release of any such information, documentation and records to the Alabama Office of Indigent Service, the Indigent Defense Advisory Board for the judicial circuit which my application applies, or their agents.

A photocopy of this authorization shall be considered as effective and valid as the original.

Applicant's Printed Name

Applicant's Signature

Subscribed and sworn to before me, on this the _____ day of _____, 20____.

(SEAL)

Notary Public

My Commission Expires: _____