

**APPLICATION/AFFIDAVIT  
For Bexar County Criminal and Juvenile Court Appointed Attorney Lists**

**PLEASE COMPLETE THIS ENTIRE PAGE**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Business Address: \_\_\_\_\_ Birth Date: \_\_\_\_\_

\_\_\_\_\_ Business Phone: \_\_\_\_\_

Is this your primary office location?  yes  no

If not, in what city is your primary office located? \_\_\_\_\_

Cell Phone: \_\_\_\_\_ FAX No. \_\_\_\_\_

E-mail address: \_\_\_\_\_

**\*Note: You will receive notification of appointment by fax and e-mail.**

**EDUCATION**

1. Undergraduate School: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

2. Law School: \_\_\_\_\_ Year Graduated: \_\_\_\_\_

3. Date licensed to practice law in Texas: \_\_\_\_\_ Bar Card No. \_\_\_\_\_

4. Are you qualified to represent non-English speaking clients? Which language(s)?

\_\_\_\_\_

5. Are you willing to accept clients who speak the language(s) listed in question number four?

yes  no

6. Have you ever been convicted of a crime?  yes  no If yes, please explain.

\_\_\_\_\_

\_\_\_\_\_

7. Have you ever been the subject of any State Bar Disciplinary Action?  yes  no

If yes, please explain. \_\_\_\_\_

\_\_\_\_\_

8. Every December you will be asked to provide proof of CLE compliance for the year. Is a printout of your CLE for the last year attached to this form?  yes  no

**\*If you are arrested at any time while you are on the felony court appointed attorney lists, you must report your arrest to Criminal District Court Administration by the end of the first business day after arrest.**

**EXPERIENCE-GENERAL**

Briefly describe your legal experience and the type of law you have practiced including what percentage has been criminal law: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EXPERIENCE - CRIMINAL**

Have you ever served in a criminal prosecutor’s office?  yes  no

If yes, where and when: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

|   |  |
|---|--|
| <b>Based on the Bexar County Qualifications, I qualify for and I am applying to receive the following appointments:</b> |  |
| <input type="checkbox"/> Felony 3g/1 <sup>st</sup>  | <input type="checkbox"/> Misdemeanor   |
| <input type="checkbox"/> Felony 2 <sup>nd</sup> /3 <sup>rd</sup>  | <input type="checkbox"/> Juvenile Determinate or Habitual Felony, C&T, 3g/1 <sup>st</sup> degree |
| <input type="checkbox"/> State Jail Felony  | <input type="checkbox"/> Juvenile Other Felony   |
| <input type="checkbox"/> 3g/1 <sup>st</sup> /2 <sup>nd</sup> Appeals  | <input type="checkbox"/> Juvenile Misdemeanor/CINS   |
| <input type="checkbox"/> 3 <sup>rd</sup> /SJF Appeals   |  |

**If you are applying to receive appointments for Felony 3g/1st you must complete the following information:**

\_\_\_\_\_ I am Board Certified in Criminal Law, or

\_\_\_\_\_ I have at least four years of experience in criminal litigation, and

\_\_\_\_\_ I have completed twelve hours of CLE in Criminal Law/Procedure in the last calendar year, and

\_\_\_\_\_ I have experience as trial counsel in four felony jury trials in the last five years, serving as lead counsel in at least two of these trials. List:

| Cause No. | Defendant Name | County | Date  |
|-----------|----------------|--------|-------|
| * _____   | _____          | _____  | _____ |

\* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*\*Denotes trial as lead counsel*

**If you are applying to receive appointments for Felony 2nd/3rd you must complete the following information:**

\_\_\_\_\_ I have at least two years of experience in criminal litigation, and

\_\_\_\_\_ I have completed ten hours of CLE in Criminal Law/Procedure in the last year, including carryover from the previous year only, and

\_\_\_\_\_ I have experience as trial counsel in two felony jury trials. List:

| <b>Cause No.</b> | <b>Defendant Name</b> | <b>County</b> |
|------------------|-----------------------|---------------|
| _____            | _____                 | _____         |
| _____            | _____                 | _____         |

**If you are applying to receive appointments for State Jail Felonies you must complete the following information:**

\_\_\_\_\_ I have at least one year of experience in criminal litigation, and

\_\_\_\_\_ I have completed ten hours of CLE in Criminal Law/Procedure in the last year, including carryover from the previous year only, and

\_\_\_\_\_ I have experience as trial counsel in three criminal jury trials. List:

| <b>Cause No.</b> | <b>Defendant Name</b> | <b>County</b> |
|------------------|-----------------------|---------------|
| _____            | _____                 | _____         |
| _____            | _____                 | _____         |
| _____            | _____                 | _____         |

**If you are applying to receive 3g, First and Second degree appellate appointments you must complete the following information:**

\_\_\_\_\_ I have at least three years of experience in criminal litigation, and/or appellate experience, and

\_\_\_\_\_ I have completed ten hours of CLE in Criminal Law/Procedure in the last year, including carryover from the previous year only, and

\_\_\_\_\_ I have filed two felony briefs in a criminal or juvenile case. List:

| Cause No. | Defendant Name | County |
|-----------|----------------|--------|
| _____     | _____          | _____  |
| _____     | _____          | _____  |

**If you are applying to receive State Jail Felony and Third degree appellate appointments you must complete the following information:**

\_\_\_\_\_ I have at least two years of experience in criminal litigation, and/or appellate experience, and

\_\_\_\_\_ I have completed ten hours of CLE in Criminal Law/Procedure in the last year, including carryover from the previous year only, and

\_\_\_\_\_ I have filed one felony brief in a criminal or juvenile case. List:

| Cause No. | Defendant Name | County |
|-----------|----------------|--------|
| _____     | _____          | _____  |

*If you do not meet the above qualifications but still wish to be considered, please fill out the Exception to Qualifications form.*

By my signature I attest that the information I have provided in this application is true and accurate.

|                        |       |
|------------------------|-------|
| _____                  | _____ |
| Signature of Applicant | Date  |

Subscribed and sworn to before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public