



APPLICATION TO RECEIVE COURT APPOINTMENTS

For the Bexar County Criminal and Juvenile District Court Appointed Attorney Lists

Name*: _____ Date: _____

Business Address*: _____ Birth Date: _____

_____ Bar No.*: _____

Business Phone*: _____ FAX No.*: _____ Cell Phone: _____

Is this your primary office location? yes no

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

E-mail address: _____

(NOTE: You will receive notification of appointment by fax and e-mail.)

*** This information will appear on the District Clerk Website.**

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)?

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

yes no

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

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

If yes, please explain. _____

7. 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

EXPERIENCE-GENERAL

Briefly describe your legal experience and the type of law you have practiced.

Include 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:

Based on the Bexar County Qualifications, I qualify for and I am applying to receive the following appointments:

- Felony 3g/1st
- Felony 2nd/3rd
- State Jail Felony
- 3g/1st/2nd Appeals
- 3rd/SJF Appeals
- Post Conviction Writs/DNA Motions
- Juvenile Determinate or Habitual Felony, C&T, 3g/1st degree
- Juvenile Other Felony
- Juvenile Misdemeanor/CINS

Complete the entire form. You may attach additional sheets if necessary, but do not simply state “see attached” in lieu of filling in the required information. You should rely on your listed cases.

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 cases:

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

*Denotes trial as lead counsel.

Please provide proof if case is outside of Bexar County by judgment or court document and attach to this application.

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:

Cause No.	Defendant Name	County
_____	_____	_____
_____	_____	_____

Please provide proof if case is outside of Bexar County by judgment or court document and attach to this application.

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:

Cause No.	Defendant Name	County
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please provide proof if case is outside of Bexar County by judgment or court document and attach to this application.

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
_____	_____	_____
_____	_____	_____

Please provide proof if case is outside of Bexar County by judgment or court document and attach to this application.

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 are applying to receive appointments to Post Conviction Writs or DNA motions 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 completed at least four hours of post-conviction writ specific CLE (of which two hours may be self-study) in the previous two years, and

_____ I have a combination of a total of at least 6 felony jury trials and appeals, with no fewer than two in either category. List:

Cause No.	Defendant Name	County
(trial) _____	_____	_____
(trial) _____	_____	_____
(appeal) _____	_____	_____
(appeal) _____	_____	_____
(either) _____	_____	_____
(either) _____	_____	_____

Please provide proof if case is outside of Bexar County by judgment or court document and attach to this application.

Please fill out the appropriate CLE compliance form for the level of appointments to which you are applying. The 3g/ First Degree form will be sufficient for all lower level lists as well.

CLE Compliance Affidavit for 3g/ First Degree Cases form.

CLE Compliance Affidavit for 2nd and 3rd/SJF Degree and all levels of Appeals form.

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

Note: 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.

I, _____, Attorney at Law, certify under penalty of law that the above information and facts are true and correct.

EXECUTED on the ____ day of _____, 20__.

Signature of Applicant

**PLEASE RETURN COMPLETED FORM BY EMAIL TO:
lance.aldridge@bexar.org**

**CRIMINAL DISTRICT COURTS ADMINISTRATION 101 W. NUEVA,
SUITE 301
SAN ANTONIO, TEXAS 78205**