



**TEXAS FAIR DEFENSE ACT  
APPLICATION AND AFFIDAVIT FOR APPOINTMENTS  
IN THE HUNT COUNTY COURTS**

**1.**

**ATTORNEY CONTACT INFORMATION**

Full Name	Bar Card #
Physical Address (No PO Boxes)	
Business Address	
Business Phone	Mobile Phone
Fax Number	Email Address

**2.**

**GENERAL REQUIREMENTS FOR COURT APPOINTED ATTORNEYS**

Please select each checkbox acknowledging you meet each requirement.	
<input type="checkbox"/>	Licensed to practice law in the State of Texas;
<input type="checkbox"/>	In good standing with the State Bar;
<input type="checkbox"/>	Exhibit proficiency and commitment to providing quality representation to appointed clients;
<input type="checkbox"/>	Exhibit professionalism and reliability when providing representation to appointed clients;
<input type="checkbox"/>	<p>An attorney shall maintain a principal office or reside in Hunt County, Texas.</p> <ul style="list-style-type: none"><li>i) "Principal office" is defined as the location/office where the attorney handles the majority (more than 50% of cases) of his legal practice.</li><li>ii) Each attorney that wishes to be considered for placement on any Court Appointed List shall submit a Sworn affidavit to the DDCO &amp; DCCLLO stating that his/her residence is in Hunt County.</li><li>iii) Any attorney that is claiming to reside in Hunt County but that does not have a principal office in Hunt County must designate a physical location within Hunt County as the location they will meet with any appointed Defendant and/or associated witnesses. Said location shall be listed in the Sworn Affidavit stating his/her residence is in Hunt County.</li></ul>
<input type="checkbox"/>	Have an E-mail and fax machine working 24 hours a day;
<input type="checkbox"/>	Agree to notify the Designated District Court Office (DDCO) and Designated County Courts at Law Office (DCCLLO) promptly, in writing, of any matter that would disqualify the attorney by law, regulation, rule or under the Hunt County Indigent Defense Policy from receiving appointments to represent indigent defendants.

### 3.

#### WHEEL CONSIDERATION

Please select all offense levels for which you would like to be considered.

#### 3 A.

##### COUNTY COURTS

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Misdemeanor

- One year experience in handling criminal cases or two cases as second chair (Class C excluded)
- Six hours of Continuing Legal Education in Criminal Law every year

#### 3 B.

##### JUVENILE COURTS

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Misdemeanor &  
Felony

- See Juvenile Indigent Defense Plan

#### 3 C.

##### MENTAL HEALTH

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Mental

- One (1) year experience in practice of law

#### 3 D.

##### TAX

☐

Tax

- Licensed attorney in Texas

#### 3 E.

##### CPS

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CPS

- Member in good standing with State Bar of Texas.
- Meet practice and/or residency requirements under the Hunt County Indigent Defense Plan.
- Complete all required CLE credits annually, with at least four (4) hours in family law/ad litem law. No self-study hours may be used to satisfy the four (4) hour requirement. The four (4) hours are required to be reported each year on or before October 1.

#### 3 F.

##### GUARDIANSHIP

☐

Guardianship

- Attorney Ad Litem in Guardianship. Be in compliance with 1054.201 Estates Code.

#### 3 G.

##### PROBATE

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Probate

- One (1) year experience in practice of law

### 3 H. DISTRICT COURTS

<input type="checkbox"/>	3 <sup>rd</sup> Degree and State Jail Felonies	<ul style="list-style-type: none"> <li>• Have met the qualifications for placement on the Misdemeanor List;</li> <li>• Have practiced in the area of criminal law for at least two years; and</li> <li>• Have tried to verdict at least two criminal jury trials as lead or second chair counsel. Excluding Class C.</li> </ul>
<input type="checkbox"/>	1st & 2nd Degree Felonies	<ul style="list-style-type: none"> <li>• Have met the qualifications for placement on the Misdemeanor List;</li> <li>• Have practiced in the area of criminal law for at least four years; and</li> <li>• Have tried to conclusion at least three criminal jury trials as lead or second chair counsel, including at least one felony trial. Excluding Class C.</li> </ul>
<input type="checkbox"/>	Capital Cases (No Death Penalty) <sup>1</sup>	<ul style="list-style-type: none"> <li>• Have met the qualifications for placement on the Misdemeanor List;</li> <li>• Have practiced in the area of criminal law for at least five years;</li> <li>• Have tried to verdict at least five criminal jury trials as lead counsel, including at least two trials which were first or second degree felonies or capital felonies and at least one of which a homicide case. Excluding Class C.</li> </ul>

### 3 I. APPEALS

<input type="checkbox"/>	Misdemeanor Appeals	<ul style="list-style-type: none"> <li>• Have met the qualifications for placement on the Misdemeanor List;</li> <li>• and must meet at least <b>one (1)</b> of the following criteria:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Be currently board certified in criminal law by the Texas Board of Legal Specialization; or</li> <li><input type="checkbox"/> Have personally authored and filed at least 3 criminal briefs or post-conviction writs of habeas corpus; or</li> <li><input type="checkbox"/> Have submitted an appellate writing sample approved by a majority of the judges; or</li> <li><input type="checkbox"/> Have worked as a briefing clerk of an appellate court for a period of one year or more.</li> </ul> </li> </ul>
<input type="checkbox"/>	Felony Appeals	<ul style="list-style-type: none"> <li>• Have met the qualifications for placement on the Felony List;</li> <li>• and must meet at least <b>one (1)</b> of the following criteria:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Be currently board certified in criminal law by the Texas Board of Legal Specialization; or</li> <li><input type="checkbox"/> Have personally authored and filed at least 3 criminal briefs or post-conviction writs of habeas corpus; or</li> <li><input type="checkbox"/> Have submitted an appellate writing sample approved by a majority of the judges; or</li> <li><input type="checkbox"/> Have worked as a briefing clerk of an appellate court for a period of one year or more.</li> </ul> </li> </ul>
<input type="checkbox"/>	Juvenile Appeals	<ul style="list-style-type: none"> <li>• See Juvenile Indigent Defense Plan</li> </ul>

### 3 J. 2<sup>ND</sup> CHAIR

<input type="checkbox"/>	2 <sup>nd</sup> Chair Mentor	<ul style="list-style-type: none"> <li>• I volunteer to have a 2<sup>nd</sup> chair attorney be appointed on any case in which I am appointed (non- capital).</li> </ul>
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<sup>1</sup> The Death Penalty Attorney List is maintained by the Tenth Administrative Judicial Region.

**3 K.  
NEW ATTORNEYS ONLY**

<input type="checkbox"/> 2 <sup>nd</sup> Chair Appointment	<ul style="list-style-type: none"> <li>New attorneys may request appointment as 2<sup>nd</sup> chair to meet qualifications for further appointment under the plan.</li> <li>I will accept appointment as 2<sup>nd</sup> chair (non-capital).</li> </ul>
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**3 L.  
CATEGORIES**

<input type="checkbox"/> Spanish Speaking	I affirm by signing the included Affidavit, my ability to fluently communicate in Spanish. I am fluent in both oral and written communication.
<input type="checkbox"/> Other Languages	I affirm by signing the included Affidavit, my ability to fluently communicate in the language noted below. I am fluent in both oral and written communication of the language(s) noted below.
1	2
3	3
<input type="checkbox"/> Other Training and/or Skills	1
2	3

**4.  
ATTORNEY PROFILE**

Date licensed to practice law in Texas:		
	Yes	No
Are you currently in good standing with the state bar?	<input type="checkbox"/>	<input type="checkbox"/>
Are you currently under indictment or charged for a criminal offense other than class C traffic offenses?	<input type="checkbox"/>	<input type="checkbox"/>
Do you have an appeal pending of any bar sanction?	<input type="checkbox"/>	<input type="checkbox"/>
Are you board certified by the Texas Board of Legal Specialization?	<input type="checkbox"/>	<input type="checkbox"/>
If yes, in what area(s)?		
Are you a member of the State Bar College?	<input type="checkbox"/>	<input type="checkbox"/>
How many hours of continuing legal education did you average in the last three years?		
How many open criminal files are in your current caseload?		
What percentage of your practice is in criminal law?		

**4 A.  
JURY TRIALS**

How many criminal jury trials have you tried in the last 5 years?	
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**4 B.  
TRIAL EXPERIENCE**

What percentage of your practice consists of criminal appointments?	
Approximately how many appeals have you pursued in which you authored the brief (excluding subcontracted briefs)? (Appellate applicants only)	

**4 C.**  
**HUNT COUNTY HISTORY**

Which Hunt County Judges presided over your last five trials (both jury and non-jury trials)?	
1	
2	
3	
4	
5	

**4 D.**  
**SANCTIONS SINCE YOUR PRIOR APPLICATION**

	Yes	No
Have you been sanctioned or censored by any professional entity of which you are or were a member including but not limited to the State Bar Grievance Committee? If yes, attach decisions by the entity and, if desired, any written explanations.	<input type="checkbox"/>	<input type="checkbox"/>
Have you been sanctioned for failure to appear before a court? If yes, attach any applicable court documents and, if desired, any written explanations	<input type="checkbox"/>	<input type="checkbox"/>
Have you admitted, in connection with an official proceeding, to having provided ineffective assistance of counsel? If so, explain by attaching any applicable documents and, if desired, any written explanations.	<input type="checkbox"/>	<input type="checkbox"/>
Have you been convicted or placed on deferred adjudication for any offense other than traffic citations? If yes, attach copies of all final orders (or those deferring adjudication) and judgments.	<input type="checkbox"/>	<input type="checkbox"/>

**5.**  
**REQUIRED ATTACHMENTS CHECKLIST**

Your application will not be complete until you submit the following items to: *(All items should be submitted together.)*

A complete and signed application.	<input type="checkbox"/>
A signed and notarized affidavit.	<input type="checkbox"/>
Your annual CLE report from the State Bar for the last three years.	<input type="checkbox"/>
If you have been sanctioned by the State Bar Grievance Committee, attach the decision(s) by the committee and, if desired, a written explanation.	<input type="checkbox"/>
If you have been sanctioned for failure to appear before a court, attach any applicable court documents and, if desired, a written explanation.	<input type="checkbox"/>
If you have admitted, in connection with an official proceeding, to having provided ineffective assistance of counsel, attach any applicable documents and, if desired, a written explanation.	<input type="checkbox"/>
If you have been convicted or placed on deferred adjudication for any offense other than traffic, attach copies of all final orders (or those deferring adjudication) and judgments.	<input type="checkbox"/>
If you are applying for appellate appointments, attach a copy of a brief you have authored, and which was filed within the past five (5) years.	<input type="checkbox"/>

## ATTORNEY QUALIFICATIONS AFFIDAVIT

STATE OF TEXAS §

COUNTY OF HUNT §

### APPLICATION TO BE PLACED ON PUBLIC APPOINTMENT LIST FOR HUNT COUNTY

I, \_\_\_\_\_, a licensed attorney in Texas, State Bar of Texas  
Number \_\_\_\_\_, with my principal office located at

\_\_\_\_\_ do hereby file this Application in compliance with the LOCAL RULES OF HUNT COUNTY FOR THE TIMELY AND FAIR APPOINTMENT OF COUNSEL FOR INDIGENT DEFENDANTS, and swear or affirm that the information contained herein is true and accurate.

If my principle office is not in Hunt County, I swear that my personal residence is located at

\_\_\_\_\_ and that it is within Hunt County. I further designate that I will meet with appointed clients and associated witnesses in any appointed case at the following location in Hunt County (address):

\_\_\_\_\_  
Should any change in this information occur, I will file an Amended Application with Hunt County within thirty (30) days of the change.

### REQUEST

I, \_\_\_\_\_, hereby request to be placed on the selected Attorney List/Wheels, as documented herein.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attorney Signature

SWORN TO and SUBSCRIBED before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for The State of Texas

My commission expires: