

TRAVIS COUNTY - CIVIL DISTRICT COURTS

Attorney Ad Litem Appointment Application

(For ad litem appointments made pursuant to TX Govt. Code §§ 74.092 and 74.098 and not made under the Family Code, Health & Safety Code, Human Resources Code, Texas Trust Code, or Texas Probate Code.)

* Return this form to: District Judges' Office, 1000 Guadalupe Street, Room 327, Heman Marion Sweatt Courthouse)

Demographic Information

Last Name: _____ First name: _____

Mailing Address: _____

Telephone Number: _____ Fax Number: _____

State Bar Number: _____ Email address: _____

Firm Name (if not self employed): _____

I have been licensed to practice law in the State of Texas since _____

Professional Experience and Certifications: Please check the appropriate experience, certifications, and indicate the number of cases handled.

<u>Type of Experience</u>	<u>Years Experience</u>	<u>No. of Cases</u>	<u>Board Certifications</u>	<u>Date Certified</u>
___ Civil litigation	_____	_____	___ Family law	_____
___ Bench trials	_____	_____	___ Civil trials	_____
___ Family law	_____	_____	___ Criminal law	_____
___ CPS cases	_____	_____	_____	_____
___ Appellate	_____	_____	_____	_____
___ Juvenile	_____	_____	_____	_____
___ Edu/school	_____	_____	_____	_____

law

Special Skills: Please indicate any special skills or expertise.

Language

___ Spanish
___ Vietnamese
___ Sign Language
___ Other: _____

Other Areas of Expertise

___ Social Work
___ Education
___ Mediation
___ Mental Health
___ CASA training/# of hours _____
___ Other: _____

Agreements & Representation:

All Kinds of Cases

By my signature below, I request appointment as an attorney ad litem in non-Family Code cases.

Notice of Order of Appointment

I have the ability to receive email, and I monitor all emails I receive at least every 24 hours. I agree to accept notice by email from the District Judges' Office of my appointment to a case. If for some reason I do not wish to undertake the representation to which I have been appointed, I will promptly respond by email requesting that another attorney be appointed in my place. The District Judges Office will provide me with the name of a substituting attorney, however, I must draft the order of substitution and assure that it is signed and filed. I understand that excessively frequent requests to appoint another attorney may justify my removal from the list.

When, due to vacation, illness, or workload, I do not wish to be appointed for some period of time, I may request, in writing to the District Judges' Office, not to be appointed temporarily. I understand that excessively frequent and/or lengthy requests not to be appointed temporarily may justify my removal from the list.

Notwithstanding the foregoing, I understand that upon receiving notice of an order appointing me, I am the attorney of record unless and until an order permitting my withdrawal is signed and filed.

Good Standing

I am an attorney in good standing with the State Bar of Texas. All occupation taxes, if any, have been paid, my MCLE credits are up to date, and there is no disciplinary action currently pending against me. I will notify the District Judge's Office, in writing as soon as practicable, if I am no longer an attorney in good standing with the State Bar, including as a result of disbarment, pending disciplinary action, or failure to complete required MCLE.

Signature: _____

Date: _____