

**Ninth Judicial Circuit
Court-Appointed Attorney Registry Application¹**

PLEASE SUBMIT APPLICATION BY MAY 12, 2025

ATTACH A CURRENT RESUME. Your application will not be considered without a current resume.

Applicant Information: (Please type)

Full Name:

Florida Bar Number:

Year admitted:

Address listed by the Florida Bar:

County of residence:

Email address:

Telephone number:

Where do you request assignments? Orange County Osceola County

Years of litigation experience in criminal law:

Percentage of your practice devoted to criminal law:

Professional Requirements: (Please initial each)

I am a member in good standing with the Florida Bar.

I have read the qualifications included in this application and I am qualified to be a court-appointed attorney for the cases I have checked.

I am familiar with the practice and procedure of the applicable courts of the jurisdiction.

I have read and will abide by the Ninth Circuit Courtroom Decorum Policy set forth in Administrative Order 2003-07-02.

¹ General Registry: Section 27.40, Florida Statutes, requires the Chief Judge to compile a registry of qualified attorneys available for appointment to represent persons in those cases where the Public Defender's Office and the Office of Criminal Conflict and Civil Regional Counsel are unable to provide representation due to conflict of interest.

- Meet the requirements of rule 3.112(g) of the Florida Rules of Criminal Procedure and the requirements of rule 3.113 of the Florida Rules of Criminal Procedure, and
- Complete Capital (Death Penalty) Case Addendum.

Criminal – RICO and Criminal Registry:

- ___ Felony – Life (RICO), Felony Punishable by Life (RICO), Felony – 1st Degree – (RICO)
- ___ Capital Sexual Battery
- ___ Felony – Life
- ___ Felony – 1st, 2nd, and 3rd Degree, Violation of Probation – Felony (includes VOCC)
- ___ Jimmy Ryce – Civil Commitment of Sexually Violent Predators
- ___ Misdemeanors, Criminal Traffic, Violation of Probation – Misdemeanor (includes VOCC), Violation of Probation – Misdemeanor (includes VOCC) (CT)
- ___ Post-Conviction (Rules 3.850 & 3.800)
- ___ Felony – Noncapital Murder
- ___ Capital – 1st Degree Murder – Death Penalty Waived

QUALIFICATIONS FOR FELONY (RICO), FELONIES & JIMMY RYCE:

- Member of The Florida Bar for at least five years,
- CLE Requirement: 10 hours of Criminal Law during the preceding 12 months,
- Percent of Practice: 50% of practice devoted to criminal law,
- Trial Experience: 9 criminal trials, 5 of which shall be jury trials, and at least 3 of the jury trials in felony cases, and
- Meet the requirements of rule 3.113 of the Florida Rules of Criminal Procedure.

QUALIFICATIONS FOR MISDEMEANORS:

- Member of The Florida Bar for at least one year,
- CLE Requirement: 10 hours of criminal law during the preceding 12 months, and
- Trial Experience: 3 jury or non-jury trials or observed 2 trials and 2 sentencing hearings.

POST-CONVICTION:

- Member of The Florida Bar for at least five years,
- Three years of experience in the field of post-conviction litigation, and
- If for felony post-conviction, meet the requirements of rule 3.113 of the Florida Rules of Criminal Procedure.

Delinquency Registry:

- ___ Misdemeanors and VOP Juvenile Delinquency (includes VOCC)
- ___ Felonies

QUALIFICATIONS FOR DELINQUENCY - MISDEMEANOR AND VOP CASES:

- Member of The Florida Bar for at least one year,
- CLE Requirement: 10 hours of juvenile or criminal law during the preceding 12 months, and
- Trial Experience: 3 delinquency trials or state jury or non-jury trials or observed 2 trials and 2 disposition hearings.

QUALIFICATIONS FOR DELINQUENCY – FELONIES:

- Member of The Florida Bar for at least five years,
- CLE Requirement: 10 hours of juvenile or criminal law during the preceding 12 months, and
- Trial Experience: 9 trials, at least 5 of which were delinquency trials. At least three of the cases must have been tried within the past five years.

Appellate Cases:

- ___ Capital Appeals (death penalty imposed)
- ___ Felony Appeals
- ___ Juvenile Delinquency Appeals
- ___ Misdemeanor Appeals
- ___ Dependency Appeals
- ___ TPR Appeals
- ___ Guardianship Appeals

QUALIFICATIONS FOR CAPITAL APPEALS:

- Member in good standing with The Florida Bar, and
- Meet the requirements of rule 3.112(h) of the Florida Rules of Criminal Procedure.

QUALIFICATIONS FOR FELONY APPEALS:

- Member of The Florida Bar for at least three years,
- CLE Requirement: 10 hours of criminal appellate law within 18 months preceding the date of this application, and
- Trial Experience: 3 criminal appeals or 5 criminal trials, at least 3 of which were felonies.

QUALIFICATIONS FOR JUVENILE DELINQUENCY APPEALS:

- Member of The Florida Bar for at least three years,
- CLE Requirement: 10 hours of criminal appellate law within 18 months preceding the date of this application, and
- Trial Experience: 3 criminal appeals or 5 criminal trials, at least 3 of which were delinquencies.

QUALIFICATIONS FOR MISDEMEANOR APPEALS:

- Member of The Florida Bar for at least two years,
- CLE Requirement: 10 hours of criminal appellate law within 18 months preceding the date of this application, and
- Trial Experience: 3 criminal appeals or 5 criminal trials, at least 3 of which were misdemeanors.

QUALIFICATIONS FOR DEPENDENCY AND TPR APPEALS:

- Member of The Florida Bar for at least three years, and
- Completed within the last 12 months a minimum of 3 hours of CLE approved by The Florida Bar devoted to dependency/TPR law, and
- Represented a party as lead counsel or secondary counsel in 2 different appellate cases over the last five years, including the preparation and filing of a brief with a District Court of Appeal or with the Supreme Court of Florida, in a juvenile dependency or termination of parental rights case, or
- Represented a party in 5 different appellate cases, including the preparation and filing of a brief with a District Court of Appeal or with the Supreme Court of Florida, in any type of case.

QUALIFICATIONS FOR GUARDIANSHIP APPEALS:

- Member of The Florida Bar for at least three years,
- Experienced appellate practitioner who has represented clients in no fewer than 5 appeals, and
- Completed within the last 12 months a minimum of 3 hours of CLE approved by The Florida Bar devoted to guardianship law.

Dependency & TPR Registry:

- ___ Dependency – Chapter 39
- ___ Termination of Parental Rights (Ch. 39, F.S.)
- ___ Termination of Parental Rights (Ch. 63, F.S.)

QUALIFICATIONS FOR DEPENDENCY & TPR:

- Member of The Florida Bar for at least three years, and
- Completed within the last 12 months a minimum of 3 hours of CLE approved by The Florida Bar devoted to dependency law, and
- Represented a party as lead counsel or as secondary counsel in 5 different cases over the last three years in which a juvenile dependency petition was filed, or
- Represented a party in 10 different cases over my career in which a juvenile dependency petition was filed; or I have observed at least 30 hours of juvenile

dependency hearings (which include at least six shelter hearings, three dependency trials, and one termination of parental rights hearing).

Guardianship/Mental Health:

- ___ Guardianship – Ch. 744, F.S. and Guardianship – Emergency Ch. 744, F.S.
- ___ Baker Act/Mental Health – Ch. 394, F.S.
- ___ Marchman Act/Substance Abuse – Ch. 397, F.S.

QUALIFICATIONS FOR GUARDIANSHIP/MENTAL HEALTH:

- Member of The Florida Bar for at least three years,
- CLE Requirement: 8-hour guardianship education class or 6 hours in one or more Florida Bar Guardianship courses in the preceding three years, and
- Trial Experience: Represented a party in at least 5 guardianship cases in the preceding three years.

Other Children’s Civil Registry:

- ___ Parental Notification of Abortion Act
- ___ CINS/FINS - Ch. 984, F.S.
- ___ Emancipation/ Disabilities of Nonage; removal – Section 743.015, F.S.

QUALIFICATIONS FOR OTHER CHILDREN’S CIVIL REGISTRY:

- Member of The Florida Bar for at least five years,
- At least 50% of my practice is juvenile dependency, or I was previously employed by (circle one) Department of Children and Families, Guardian Ad Litem, Legal Aid Juvenile Program, Office of Criminal Conflict and Civil Regional Counsel practicing Dependency from _____ to _____ (provide dates of employment),
- Completed 10 hours of dependency CLE within the 12 months preceding the date of this application and
- Served as the attorney of record or acted as second chair in at least two judicial bypass cases within the last five years or have been counsel of record in at least six dependency cases, through to their conclusion within the last five years.

Children with Certain Special Needs Pursuant to s. 39.01305, F.S.

- Attended within the previous 12 months a minimum of ten hours of Florida Bar approved continuing legal education devoted to representation of children with special needs or disabilities and/or ethics related to the representation of children,
- Reviewed the Florida Guidelines for Practice for Lawyers Who Represent Children in Abuse and Neglect Cases, and
- Previously handled 10 dependency cases from arraignment to closure.

CERTIFICATION:

I will notify the Chief Judge of any formal complaint filed by The Florida Bar against me, any non-confidential consent agreements entered into between myself and The Florida Bar, and any claim of ineffective assistance of counsel that has been set for a hearing before a judge.

I am aware that any attorney who is disbarred, suspended, etc., or is otherwise the subject of discipline by the Florida Bar or who has had a legal malpractice case filed against him/her, must notify the Chief Judge in writing within seven (7) days of the filing of the Complaint, order or other charging document. In addition, I understand that any attorney who is under criminal investigation or has pending criminal charges against him/her must notify the Chief Judge in writing within 24 hours of being notified of the charges. Failure to provide such information may result in his/her immediate removal from the registry.

I certify that all of the statements contained herein and on any attachments are true, correct, complete, and made in good faith. I understand that any omissions, falsifications, misstatements, or misrepresentations above may disqualify me for consideration and, if I am accepted to the registry, may be grounds for refusal of appointment or dismissal at a later date, and that you may be reported to The Florida Bar. I understand that if appointed, I am required to adhere to the contract with the Justice Administrative Commission, and applicable policies and procedures established by the Ninth Judicial Circuit and/or Justice Administrative Commission.

Signature of Applicant

Date

Please submit application to: PLEASE E-MAIL YOUR APPLICATION TO hwelch@ninthcircuit.org

Helene W. Welch
Court Operations Consultant
Court Administration
Orange County Courthouse
425 North Orange Avenue, Suite 2130
Orlando, Florida 32801
hwelch@ninthcircuit.org
407-836-0471