

# **Wood County Common Pleas Court**

## **Appointed Counsel Application**



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Applications must be completed on an annual basis even if there are no changes to your status from the previous calendar year.

Counsel is responsible for ensuring their qualifications for eligibility are current and meet the necessary requirements.

Should your qualifications change and you would like to be considered for a different level of appointment, please contact the Court Administration Office to update your application.

Applications can be returned to:  
Allison Huffine, Assistant Court Administrator  
1 Court House Sq  
Bowling Green, OH 43402  
[ahuffine@woodcountyohio.gov](mailto:ahuffine@woodcountyohio.gov)  
419-354-9045

## Attorney Information

Name \_\_\_\_\_

Address \_\_\_\_\_  
Street

E-Mail \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Supreme Court No. \_\_\_\_\_

## Application Status

☐ New Applicant ☐ Update Qualifications ☐ Required Yearly Review

**Please check case types in which you qualify and would like to be appointed**

## Felonies

☐ **Felony cases of the 4th and 5th degrees**

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure. At least one year experience in criminal law.

☐ **Felony cases of the 3rd degree**

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure. At least one year experience in criminal law **AND** within 10 years preceding appointment, experience as lead trial counsel in at least one criminal jury trial **OR** as co-counsel in at least two jury trials.

☐ **Felony cases of the 1st and 2nd degrees**

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure. At least three years experience in criminal law **AND** within 10 years preceding appointment, experience as trial counsel in two criminal jury trials, at least one of which was as lead counsel.

☐ **Aggravated murder without death penalty specifications, murder, and life sentence**

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure. At least five years experience in criminal law **AND** within 10 years preceding appointment, prior experience as lead counsel in three jury trials, at least two of which were felonies.

☐ **Felony OVI**

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure at least six of which must be focused on OVI practice and procedure

**\* CLE hours must be certified by the Ohio Supreme Court commission on continuing legal education.**

## Adult Appeals

### ☐ Misdemeanors, 4th and 5th degree felonies

Minimum six hours CLE in criminal or appellate practice and procedure **OR** successful completion of clinical education program focusing on appellate practice. In lieu of required training, at least one year of experience as an attorney.

### ☐ 3rd degree felonies

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure at least six of which must be in appellate practice. At least one year of experience as an attorney practicing in appellate law **AND** within six years preceding appointment, filed appeals in three cases resolved by plea **OR** one appeal of a case resolved by trial.

### ☐ 1st and 2nd degree felonies

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure at least six of which must be in appellate practice. At least two years of experience as an attorney practicing in appellate law **AND** within 10 years preceding appointment, filed appeals in three cases resolved by trial.

### ☐ Cumulative sentences of 25 years or more (whether eligible or ineligible for parole)

Within two years prior to appointment, minimum 12 hours CLE in criminal practice and procedure at least six of which must be in appellate practice. At least five years of experience as an attorney practicing in appellate law **AND** within 10 years preceding appointment, filed appeals in five cases resolved by trial.

\* CLE hours must be certified by the Ohio Supreme Court commission on continuing legal education.

\*\* A case in which an Anders brief was filed may not be counted as prior experience

## Capital Cases

### ☐ Lead Trial Counsel

Must be certified by the Ohio Supreme Court Commission on Appointment of Counsel in Capital Cases

### ☐ Trial Co-Counsel

Must be certified by the Ohio Supreme Court Commission on Appointment of Counsel in Capital Cases

By my signature below, I certify that i have read and understand the requirements contained in this application and set forth in OAC 120-1-10 for appointment of counsel. I have check marked only the categories for which I meet all eligibility requirements for appointment under these standards. I will notify the Court if an appointment is made in a category where I have not been approved by the Court or do not meet the requirements. I understand that I may be requested to produce documentation to support my stipulated qualifications for appointment. I further understand that it is my responsibility to supplement my experience with the Court if I wish to be added to another case type in the future.

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Attorney Signature

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Date