

**APPLICATION TO BE APPOINTED/RESCINDED
AS A MAGISTRATE/WARRANT CLERK**

Date of Request: _____

I. County of _____ (City or Town) of _____

II. Please APPOINT the following; or RESCIND appointment for the following:

(a) **Municipal Court**

Magistrate

(b) **District Court**

Magistrate

Warrant Clerk

(c) **Magistrate for Juvenile Court Intake Office**

(both circuit and district juvenile court)

Mr.

Ms. Name _____ Social Security Number _____

Home Address _____
Street City State Zip Code

Present Employer _____

Employer's Address _____
Mailing City State Zip Code

Employer's Telephone Number _____

Work Email Address _____

Present Job Title and Duties _____

I certify that I meet all of the following requirements established by law for public officers, designated in numbers (1) through (7) below, and that I am neutral and detached from law enforcement as mandated by decisions of the U. S. Supreme Court designated in numbers (8) through (10) below:

- (1) Is a resident of the State of Alabama,
- (2) Is a qualified elector (must be 18 years of age) of the State of Alabama,
- (3) Has never been convicted of treason, embezzlement of public funds, malfeasance in office, larceny, bribery, perjury or any other crime punishable by imprisonment in the state or federal penitentiary, or, if the person has been convicted of one of the above offenses he/she has had his civil and political rights restored by pardon;
- (4) Has never been adjudicated to be an idiot or insane;
- (5) Does not have any unpaid judgment against him/her for any moneys received by him/her in any official capacity due to the United States, this State, or any County or Municipality thereof;
- (6) Is not a soldier, seaman, or marine in the regular army or navy of the United States; and
- (7) Does not hold an office of profit under the United States or under this state;

NEUTRAL AND DETACHED REQUIREMENT:

- (8) Is not affiliated with prosecution and police in any manner;
- (9) Is not in any way assigned to police and subject to the supervision of the chief of police, prosecutor, etc.; and
- (10) Is not connected with law enforcement activities in any way.

Print or Type Name of Potential Appointee

Signature of Potential Appointee

IMPORTANT NOTE: If the person being recommended for appointment as a magistrate or warrant clerk intends to serve as both a district court magistrate or warrant clerk and a municipal court magistrate, the person, if appointed can be paid for only one position; otherwise, the appointee will be considered as holding two offices of profit in violation of Article XVII, § 280, *Constitution of Alabama of 1901.*

III. I do attest to the fact that the heretofore requested appointee meets all of the above requirements established by law for public officers, designated in numbers (1) through (7) above, and is neutral and detached from law enforcement as mandated by decisions of the U. S. Supreme Court designated in numbers (8) through (10) above.

Note: If there is more than one district court judge in the county or more than one municipal court judge in the city or town, each judge must attest that the person is qualified to be a magistrate or warrant clerk by signing below. In addition, the clerk of the district court or the clerk of the municipal court must attest that the person is qualified to be a magistrate or warrant clerk by signing below.

Judge _____ Signature _____

Court Clerk _____ Signature _____

Court Address (city, state, and zip code) _____

_____ Court Telephone Number _____

Please Mail Completed Form To: Administrative Office of Courts
UJS Magistrate Program
300 Dexter Avenue
Montgomery, AL 36104-3741

Toll Free: 1.866.954.9411 X5061
Direct Number: 334.954.5061