

NEW REGISTRATION FOR APPOINTMENTS IN 311<sup>TH</sup> COURT

PLEASE COMPLETE & SUBMIT TO Victor Almendarez @ [Victor\\_Almendarez@justex.net](mailto:Victor_Almendarez@justex.net) if you desire to be considered for appointment, ALONG WITH:

1. APPLICABLE CLE TRANSCRIPTS, CERTIFYING YOU HAVE COMPLETED ALL REQUIRED CLE; AND
2. A RESUME.

NAME: \_\_\_\_\_

ADDRESS FOR NOTICE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

BAR NUMBER: \_\_\_\_\_ YEAR LICENSED: \_\_\_\_\_

- I have successfully completed 12 hours of Family Law CLE during the prior 12 months.
- I have successfully completed 5 hours of Ethics CLE in the prior 12 months
- I have successfully completed the Texas State Bar Ad Litem certification Program.
- I have a J.D. or LLM Degree.

Has your law license ever been revoked or suspended? \_\_\_\_\_ If yes, fully explain: \_\_\_\_\_

Have you even been convicted of a crime? \_\_\_\_\_ If yes, fully explain: \_\_\_\_\_

List the courts in which you have appeared as an Ad Litem \_\_\_\_\_

Check the box for the area(s) for which you want to be considered for appointment:

**Attorney Ad Litem for children in CPS cases:**

If you wish to represent children in CPS cases, please indicate any cases in the 311<sup>th</sup> Court during the preceding year, in which you have been appointed to represent a parent, including the case number, and the name of the parent you represented:  
\_\_\_\_\_

**Attorney Ad Litem for Parents in CPS cases:**

If you have checked this box, please indicate at least 3 cases in the 311<sup>th</sup> Court during the preceding year, in which you have been appointed to represent a missing parent served by publication, including the case number, and the name of party you represented:  
\_\_\_\_\_

**Attorney Ad Litem for missing Respondent in Publication Cases:**

If you have checked this box, certify that you have completed successfully 1 hour of CLE related to representing and locating missing persons in the prior year and provide the CLE transcript for same.

YES  NO

**Guardian Ad Litem:**  **Mediator:**  **Mediator - CPS:**

If you have checked a box for Mediator, certify that you have completed the requirements of Texas Civ. Practice & Remedies Code, Sec. 154.052.

YES  NO

For appointments involving CPS, Certify that you have completed successfully 6 hours of CLE related to Texas Family Code Subtitle E Protection of the Child in the prior 12 month, and provide the CLE transcript.

YES  NO

I certify to the court that I am a lawyer in good standing with the State Bar of Texas. I have read all statutory requirements for Ad Litem in courts in the State of Texas and the ABA recommendations regarding the performance of those duties, including but not limited to any reporting statutes. I will fully comply with all applicable statutes and any amendments thereto, if any. I understand that this court calls its CPS docket at 8:00 a.m. and all other general dockets are called at 9:00 a.m. I understand that most court appointments are governed by a fee schedule and some may be done on a flat fee set by the court. I certify that if I am added to a list for appointments in the 311<sup>th</sup>, that if I am subsequently sanctioned by any State Bar for misconduct, convicted of a Class A misdemeanor or Felony, or my law license becomes not in good standing with the State Bar of Texas, that I will notify the 311<sup>th</sup> Court in writing within 2 business days of same.

\_\_\_\_\_  
REGISTRANT'S SIGNATURE