

INSTRUCTIONS FOR OBTAINING COUNSEL

PRIOR TO 1ST COURT SETTING

XII.B – Procedure for Attorney Assignment

Released on Bond

If a defendant is not in custody, a District Court Judge or County Court at Law Judge must appoint counsel at the eligible defendant's first court appearance. If a defendant wishes to request counsel prior to the initial appearance, the forms required to request counsel may be obtained at the Texas Indigent Defense Commission's website at <http://tidc.tamu.edu/public.net>, the County of Galveston website at <http://www.galvestoncountytexas.gov/ia/Pages/Indigent-Defense> {Form #GC-15} or from the District or County Clerks of Galveston County. The defendant may submit these forms to the Office of Justice Administration at 600 – 59th Street, Galveston, Texas 77551.

The defendant should complete and sign the following forms when requesting a court appointed attorney prior to the defendant's first court appearance.

1. Pauper's Oath-Affidavit of Indigence {Form GC-05} **(IMPORTANT: this document must be sworn before a Notary Public or the Clerk. The Clerk can take your oath if you are dropping the form off in person at the Office of Justice Administration.**
2. Request for Appointment of Counsel {Form GC-04}

All forms are available online at the website listed hereinabove.

{FORM #GC-15}