

ADVICE CONCERNING PROCEDURES  
FOR REQUESTING THE APPOINTMENT OF COUNSEL

This is to certify that on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock  
\_\_\_\_ M. the undersigned informed the juvenile, \_\_\_\_\_, and the juvenile's  
parent(s) or guardian(s) as follows:

1. Your parent(s) or guardian(s) may hire an attorney for you if they desire.
2. If your parent(s) or guardian(s) cannot afford to hire an attorney for you, they may request the court to appoint an attorney for you.
3. If your parent(s) or guardian(s) request the court to appoint an attorney for you, they must complete a written request that an attorney be appointed;
4. If they request the court to appoint an attorney for you, they must also complete a written affidavit, under oath, concerning their property, income, and expenses;
5. The affidavit must demonstrate that your parent(s) or guardian(s) are indigent and unable to afford to hire an attorney for you;
6. I will assist them in completing the request and affidavit if they wish for me to do so;
7. I will also ask them questions to clarify the information in the affidavit;
8. The request and affidavit will be forwarded as soon as possible to a judge who has the authority to determine if they qualify for appointed counsel;
9. The judge who has the authority to determine if they qualify for appointed counsel will make a determination whether they qualify within five days of the date you were served with a copy of the petition or the date a motion to modify was filed;
10. If an attorney is appointed for you, you will be given the attorney's name, address and telephone number.
11. If an attorney is appointed for you, the attorney will be required to contact you not later than the end of the next working day after the day he/she is appointed.
12. You will be advised within the time stated in paragraph 9 if the request for appointed counsel is denied.

Witness my hand this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_ M.

\_\_\_\_\_  
Probation Officer/Magistrate

I hereby acknowledge that the above advice was read to me and I fully understand the advice given.

\_\_\_\_\_  
Juvenile/Parent or Guardian