

STATE OF SOUTH CAROLINA)
)
 COUNTY OF GREENVILLE)
)
)
)
 IN RE:)
)
)
 INDIGENT DEFENSE FORMS)
 FOR MAGISTRATE AND)
 MUNICIPAL COURTS)
)
 _____)

IN THE COURT OF GENERAL SESSIONS

ADMINISTRATIVE ORDER

FILED CLERK OF COURT
 PAUL W. MOYENISMER
 CLERK OF COURT
 GREENVILLE CO., SC

2004 JUL -9 PM 3:58

This matter is before the Court to establish uniform standards for the appointment of counsel for indigent defendants in Greenville County Magistrate and Municipal Courts. It appears that the Greenville County Office of Indigent Defense (OID) requires certain information to efficiently and effectively appoint counsel and maintain their records. In order to effectuate this goal, the Greenville County OID has required Magistrate and Municipal Court Judges to use the attached "Defense of Indigents Act Form No. IV" to refer defendants to the office for screening and appointment of counsel. This form contains information vital to OID regarding charges, defendant identification, court dates and also serves as the official Court Order of attorney assignment. The signature of the Magistrate or Municipal Court Judge establishes that the defendant has been apprised of his right to counsel. The form also contains a signature line for the Criminal Justice Coordinator of the OID, which confirms that the defendant has been

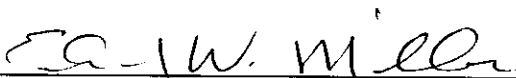
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screened, is indigent and meets the requirements established under South Carolina law for the appointment of counsel.

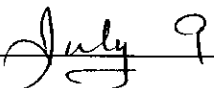
The "Defense of Indigent Act Form IV" also contains important and useful information for the defendant. The form notifies the defendant of the \$40.00 application fee as well as OID's address and phone number. There is also a signature line for the defendant to confirm each defendant has been informed that failure to deliver the form and be screened could result in a trial without representation.

Therefore, IT IS ORDERED, ADJUDGED AND DECREED that Greenville County Magistrate and Municipal Courts shall use the attached "Defense of Indigent Act Form IV" to refer defendants to the OID for screening to determine eligibility for appointed counsel.

IT IS SO ORDERED.


The Honorable Edward W. Miller

Greenville, South Carolina

, 2004

DEFENSE OF INDIGENTS ACT
FORM NO. IV

IN THE MAGISTRATE COURT, COUNTY OF GREENVILLE

STATE OF SOUTH CAROLINA

ORDER OF APPOINTMENT OF
LEGAL COUNSEL
FOR INDIGENT DEFENDANT

DATE OF ARREST: _____

CHARGE: _____

WARRANT NO.: _____

STATE OF SOUTH CAROLINA

vs.

DEFENDANT

Address _____

D.O.B. _____ Race/Sex: _____

Phone Number _____

The defendant contends that he is indigent and in need of services of an attorney as contemplated by law. Therefore _____, Attorney at Law, is appointed as counsel for the above named defendant.

MAGISTRATE COURT

This _____ of _____,

In jail _____

20 _____, at _____ (a.m. - p.m.)

Jury Trial _____

Court Date _____ Time _____

JUDGE

CRIMINAL JUSTICE COORDINATOR

*FOR APPOINTMENT OF COUNSEL, DELIVER THIS FORM TO:

THE OFFICE OF INDIGENT DEFENSE - ROOM 122 OF THE GREENVILLE
COUNTY COURT HOUSE - 301 EAST NORTH STREET - GREENVILLE, S.C. 29601 -
(864) 467-8527

**FAILURE TO DELIVER THIS FORM MAY RESULT IN A TRIAL WITHOUT AN
ATTORNEY.**

Signed: _____

Defendant

*** A \$ 40.00 Application Fee (Non-Refundable) Must Be Collected Prior To Screening ***

DEFENSE OF INDIGENTS ACT
FORM NO. IV

IN THE MUNICIPAL COURT, CITY OF GREENVILLE

STATE OF SOUTH CAROLINA

ORDER OF APPOINTMENT OF
LEGAL COUNSEL
FOR INDIGENT DEFENDANT

DATE OF ARREST: _____

CHARGE: _____

WARRANT NO.: _____

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DEFENDANT

Address _____

D.O.B. _____ Race/Sex: _____

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The defendant contends that he is indigent and in need of services of an attorney as contemplated by law. Therefore _____, Attorney at Law, is appointed as counsel for the above named defendant.

MUNICIPAL COURT

This _____ of _____,

In jail _____

20 _____, at _____ (a.m. - p.m.)

Jury Trial _____

Court Date _____ Time _____

JUDGE

CRIMINAL JUSTICE COORDINATOR

*FOR APPOINTMENT OF COUNSEL, DELIVER THIS FORM TO:

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