

MAINE COMMISSION ON INDIGENT LEGAL SERVICES

Application for Indigent Case Assignments

Name _____

Law Firm _____

Office Address _____

Office Phone _____ Fax _____

Email _____ Cell Phone _____

Home Address _____

ME Bar Number _____ Admission Date to ME Bar _____

Law School/Graduation Date _____

Please list the District, Superior and Unified Criminal Courts in which you seek assignments:

Please check all of the case types you are interested in receiving assignments for:

- ☐ Drug Offense
- ☐ Other Felonies
- ☐ Other Misdemeanors
- ☐ Juvenile Misdemeanors
- ☐ Emancipation
- ☐ Civil Commitments

The following case types require a separate application which can be found on the MCILS website:

- Juvenile Felony/Bind-over
- OUI
- Domestic Violence
- Serious Violent Felonies
- Sex Offense
- Homicide
- Law Court Appeals
- Post-Conviction Review
- Protective Custody

Please contact MCILS for rostering requirements for:

Lawyer of the Day

Adoption + Guardianship cases in District Court

Please mail or email your application to:

Justin Andrus, Esq., Executive Director, Maine Commission on Indigent Legal Services
154 State House Station, Augusta, ME 04333
mcils@maine.gov

PLEASE ATTACH SHEETS AS NEEDED:

1. Provide a resume describing education and employment history.

2. As an attorney, have you ever been disbarred, suspended, reprimanded, censured, or otherwise formally disciplined, publicly or privately?

☐ Yes

☐ No

If **yes**, please explain.

3. After your admission to the practice of law in any jurisdiction, have you ever been convicted of a felony or a crime of dishonesty in Maine or in any other jurisdiction?

☐ Yes

☐ No

If **yes**, please explain.

4. Do you maintain an office or have the use of space that is reasonably accessible to clients and that permits the private discussion of confidential and other sensitive matters?

☐ Yes

☐ No

If **no**, please explain.

5. Do you maintain a telephone number staffed by personnel available for answering telephone calls or an answering service, answering machine, or voicemail that ensures client confidentiality?

☐ Yes

☐ No

6. Have you completed a Commission-sponsored training course for the area(s) of law in which you are seeking to receive assignments?

☐ Yes

☐ No

If **no**, see question 7. If **yes**, please identify the training by date, location, and subject:

7. If your answer to question 6 is no and you wish to be exempted from the Commission training requirement on the basis of commitment to and proficiency in the practice area(s) for which you are seeking assignments, please set forth in detail your experience representing clients in the relevant practice area(s) over the course of at least the last three (3) years. Include specific trial experience, the portion of your practice devoted to such representation, and any other information demonstrating your commitment to and proficiency in such practice area(s). Also include contact information for two (2) references who are familiar with your commitment to and proficiency in the practice area(s) for which you are seeking assignments.

By submitting this application, I agree to keep the Commission and the courts in which I represent indigent clients apprised of my telephone number and postal and email addresses. I also agree to cooperate with Commission monitoring, performance evaluation, and investigation of complaints relate to my work on assigned cases. I understand that being eligible to receive assignments does not guarantee that I will receive any certain number of types of assignments. I hereby certify that the above information is true and accurate.

Signature

Date