

MEMORANDUM

TO: Court Appointed Registry Attorneys
FROM: James A. Yancey, Chief Judge
DATE: May 13, 2024
RE: **2024-2025 10th Circuit Court Appointed Attorney Registry**

The 2024-2025 fiscal year for the court appointed attorney registry is upon us. Please read the application thoroughly. **Be advised that a deadline of September 13, 2024**, has been included for all applications to be submitted. Any applications or modifications to your existing application (adding/removing case types) that are submitted after the deadline will **not** be considered.

The court appointed registry application will be available for your review and use on the Tenth Judicial Circuit Court's website at www.jud10.flcourts.org (click on the link for the 2024-2025 Appointed Attorney Registry Application).

To be placed on the 2024-2025 Tenth Judicial Circuit Court's court appointed registry list, attorneys must: **(in the following order)**

- 1.) submit the **current** court appointed attorney registry application via mail to the Chief Judge Office. P.O. Box 9000, Drawer J-146, Bartow, FL. 33831, by **September 13, 2024** (the application **must** reflect as "**2024-2025 Court Appointed Attorney Registry Application (General)**", otherwise your application will not be considered); and
- 2.) be approved by the Court to be placed on its court appointed registry list (attorney's will only be notified if they are not approved for the registry); and
- 3.) enter into a contract with the Justice Administrative Commission ("JAC") for the fiscal year of 2024-2025.

The Court will process all registry applications within 3-5 business days upon receipt of the application. Attorneys will only be notified if they are **not** approved for the registry. It is not necessary to call the Court and inquire about the status of the application or to advise that you have executed JAC's contract.

Furthermore, Attorneys will not be "**active**" (and therefore eligible for appointments) on the Court's court appointed registry until **after** they enter into a contract with the JAC **and** JAC notifies the Court of the execution of the contract. To inquire about JAC's processing time, you must contact their office directly.