

## Court-Appointed Counsel for Parents and Guardians Program Contact Information as Alternative to Official Virginia State Bar Address of Record\*

The Court-Appointed Counsel for Parents and Guardians program receives electronically from the Virginia State Bar (VSB) your official address of record (i.e. name, address, phone number and e-mail address). The information received feeds into the database used to administer the program. This includes generation of the lists of qualified Court-Appointed Counsel for Parents and Guardians made available to the Juvenile and Domestic Relations District Courts and Circuit Courts of the Commonwealth, and to the public (see [www.courts.state.va.us](http://www.courts.state.va.us)). **Please use this form to provide an alternate address, phone number, and/or e-mail address to the Office of the Executive Secretary (OES), Supreme Court of Virginia, for purposes of your appointment as a Court-Appointed Counsel for Parents and Guardians. Any alternate address or phone number provided will be made available to Juvenile and Domestic Relations District Courts, Circuit Courts, and the public. If you are not currently in a position to accept appointments, you may complete the shaded box to have your name removed from the list(s) of qualified Court-Appointed Counsel for Parents and Guardians.**

Attorney Name:

Last Name	First Name	Middle Name
-----------	------------	-------------

VSB #: \_\_\_\_\_

Contact Information as Alternative to Official VSB Address of Record:

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

List all JUDICIAL DISTRICTS /CIRCUITS  
Where Appointments Will Be Accepted

\_\_\_\_\_  
\_\_\_\_\_

Office Phone: (\_\_\_\_\_) \_\_\_\_\_

Please do not provide a cell phone number unless you want to receive all phone calls related to appointments at that number.

Check this box if the Office of the Executive Secretary **has permission** to release your e-mail address only to organizations requesting such information for the purposes of advertising upcoming continuing legal education programs.

E-mail Address: \_\_\_\_\_

Note: E-mail address is not made available to the public.

**I am not currently in a position to accept appointments as a Court-Appointed Counsel for Parents and Guardians.**

Please remove my name from the list of **qualified Court-Appointed Counsel for Parents and Guardians**. I understand that if/when my situation changes, I may, upon completion of any necessary re-qualification requirements outlined in Standard IV.B of the *Standards for the Qualification of Attorneys Appointed Pursuant to Virginia Code § 16.1-266 to Represent Parents and Guardians in Child Dependency Cases*, request to again be included on the list(s) of qualified Court-Appointed Counsel for Parents and Guardians.

\_\_\_\_\_  
Attorney Signature

\* Completing this form provides alternate contact information for use in administering the Court-Appointed Counsel for Parents and Guardians program. Completing this form will not change your address with the VSB or the address any other department within the Office of the Executive Secretary has on file for you. This includes the Fiscal Services Department, which processes all payment vouchers.