

1700 Seventh Street, Rm. 317  
Bay City, Texas 77414-5034



Phone: (979) 244-7635  
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**DENISE M. FORTENBERRY**  
130<sup>th</sup> Judicial District Judge

Becky Corenfield  
Court Coordinator

Belinda Cortinas  
Indigent Defense Coordinator

Kaye Rollins  
Court Reporter

**APPOINTMENT REQUEST FORM**

Name: \_\_\_\_\_ Firm: \_\_\_\_\_

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

Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email: \_\_\_\_\_

State Bar No. \_\_\_\_\_ Year Licensed: \_\_\_\_\_

Board Certifications (if any): \_\_\_\_\_

I hereby request that I be considered for appointment in the 130<sup>th</sup> Judicial District Court as an attorney ad litem for Child Protective Services. I certify that all the information in this application is current and I meet the following requirements (check all that apply):

- I am licensed practicing attorney and a member in good standing of the State Bar of Texas and the Matagorda County Bar Association.
- I meet the minimum standards for appointment set out in Texas Family Code §107.004.
- I have completed the training program regarding trauma-informed care (Tex. Fam. Code §107.004(b-1)(2)).
- I have not been the recipient of any public disciplinary action by the State Bar of Texas or any other attorney licensing authority of any state or the United States within the last three (3) years.
- I shall notify the designated Matagorda County Indigent Defense Administrator promptly, in writing, of any matter that would disqualify the attorney by law, regulation, rule or under these guidelines from receiving appointments to represent indigent persons.

Signed: \_\_\_\_\_  
Attorney at Law

Please return this form, along with a copy of any applicable certifications and CLE Transcript for the last three years (e.g., ad litem, mediation), to :

Belinda Cortinas  
Indigent Defense Coordinator  
1700 7<sup>th</sup> Street, Room 317  
Bay City, Texas 77414  
[IDCoordinator@co.matagorda.tx.us](mailto:IDCoordinator@co.matagorda.tx.us)