

**APPLICATION TO BE APPOINTED/RESCINDED
AS MAGISTRATE/WARRANT CLERK**

Date of Request:

I. County of Shelby (City) (Town) of Harpersville

II. Please ☒ **APPOINT** the following; or ☐ **RESCIND** appointment for the following:

(a) Municipal Court

☒ Magistrate

(b) District Court

☐ Magistrate

☐ Warrant Clerk

☐ (c) Magistrate for Juvenile Court

Intake Office

(both circuit and district juvenile court)

☐ Mr.

☐ Mrs.

☒ Ms.

Name JANICE McGRAW Social Security Number [REDACTED]

Present Employer TOWN of Harpersville

Employer's Address P.O. Box 370 Harpersville, AL 35078

Employer's Phone Number 205-672-9961

Present Job Title and Duties Court Records Clerk

I certify that I meet all of the following requirements established by law for public officers, designated in numbers (1) through (7) below, and that I am neutral and detached from law enforcement as mandated by decisions of the U. S. Supreme Court designated in numbers (8) through (10) below:

- (1) Is a qualified elector;
- (2) Has been a resident of the circuit, district, or county for a period of one year;
- (3) Has never been convicted of treason, embezzlement of public funds, malfeasance in office, larceny, bribery, perjury or any other crime punishable by imprisonment in the state or federal penitentiary, or, if the person has been convicted of one of the above offenses, he/she has had his civil and political rights restored by pardon;
- (4) Has never been adjudged to be an idiot or insane;
- (5) Does not have any unpaid judgment against him/her for any moneys received by him/her in any official capacity due to the United States, this State, or any County or Municipality thereof;
- (6) Is not a soldier, seaman, or marine in the regular army or navy of the United States; and
- (7) Does not hold an office of profit under the United States or under this state;
NEUTRAL AND DETACHED REQUIREMENT:
- (8) Is not affiliated with prosecution and police in any manner;
- (9) Is not in any way assigned to police or subject to the supervision of the chief of police, prosecutor, etc.; and
- (10) Is not connected with law enforcement activities in any way.

JANICE MCGRAW
Print or Type Name of Potential Appointee

JANICE MCGRAW
Signature of Potential Appointee

IMPORTANT NOTE: If the person being recommended for appointment as a magistrate or warrant clerk intends to serve as both a district court magistrate or warrant clerk and a municipal court magistrate, the person, if appointed, can be paid for only one position; otherwise, the appointee will be considered as holding two offices of profit in violation of Article XVII, §280, Constitution of Alabama of 1901.

03/17/1997-08090
12:54 PM CERTIFIED
SHELBY COUNTY COURT CLERK
DOR NEL

06080-2661 1997-08090

III. I do attest to the fact that the heretofore requested appointee meets all of the above requirements established by law for public officers, designated in numbers (1) through (7) above, and is neutral and detached from law enforcement as mandated by decisions of the U.S. Supreme Court designated in numbers (8) through (10) above.

Note: If there is more than one district court judge in the county or more than one municipal court judge in the city or town, each judge must attest that the person is qualified to be a magistrate or warrant clerk by signing below. In addition, the court clerk must attest that the person is qualified to be a magistrate or warrant clerk by signing below.

Presiding Judge Hon. Larry Ward Signature [Signature]

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Judge _____ Signature _____

Court Clerk Margaret Boyd Signature Margaret Boyd

Court Address P.O. Box 370

Harpersville, AL 35078 Court Phone Number 205-672-9961

Please return completed form to :

[Signature]

Administrative Office of Courts
U.S. Magistrate Program
300 Dexter Avenue
Montgomery, AL 36104-3741

(WATS Phone: 1-800-392-8077)
Local Number: (334) 242-0300