

**OATH OF OFFICE for DISTRICT COURT MAGISTRATE or DISTRICT COURT WARRANT CLERK or
JUVENILE COURT MAGISTRATE or MUNICIPAL COURT CLERK or MUNICIPAL COURT MAGISTRATE**

I, Sandra K. Arnett, do solemnly swear (or affirm, as the case may be) that I will support
(print or type name of person receiving oath)
the Constitution of the United States and the Constitution of the State of Alabama, so long as I continue a citizen thereof,
and that I will faithfully and honestly discharge the duties of the office of clerk/magistrate upon which I am about to enter,
to the best of my ability. So help me God.

Signature

Social Security Number

1254 Butler Road

Home Address

Alabaster, AL 35007

City

State

Zip Code

Area Code

Number



20140429000126690 1/2 \$.00

Shelby Cnty Judge of Probate, AL

04/29/2014 09:41:58 AM FILED/CERT

CERTIFICATE OF OFFICER ADMINISTERING OATH

The oath of office was administered by me to the above-named court clerk/magistrate/warrant clerk, in
compliance with Article XVI, §279, Constitution of Alabama 1901.

Mary H. Harris, Circuit Clerk

Print of Type Name of Administering Officer

Signature of Administering Officer

Date

Choose Only One

☒ District Court Magistrate for the District Court of SHELBY County

☐ District Court Warrant Clerk for the District Court of _____ County

☐ Juvenile Court Magistrate for the Juvenile Court of _____ County

Choose Only One

☐ Municipal Court Clerk for the Municipal Court of _____

☐ Acting Municipal Court Clerk for the Municipal Court of _____

☐ Municipal Court Magistrate for the Municipal Court of _____

Court Address: 112 North Main Street; Columbiana, AL 35051

Street

State

Zip Code

Phone: 205-669-3777

Area Code

Number

Work Email Address sandra.arnett@alacourt.gov

Check Appropriate Box

☒ New Position (if not a replacement)

☐ Person Replaced _____

OATH FILING PROCEDURES

District Court Magistrates and Warrant Clerks:

Pursuant to §36-4-4, Ala Code 1975, these persons should file their oaths with the judge of probate of their respective counties. In addition, a copy of this oath of office should be filed with the UJS Magistrate Program of the Administrative Office of Courts, and, according to Rule 18 IV., Alabama Rules of Judicial Administration, a copy shall be filed in the office of the district court clerk.

Municipal Court Clerks and Magistrates:

Pursuant to Rule 18 IV., Rules of Judicial Administration, and §12-14-30(f), Ala Code 1975, these persons should file their oaths in the "Office of the Secretary of State, with the UJS Magistrate Program of the Administrative Office of Courts, and, with the municipal court clerk". And, if their duties are limited to one county, pursuant to §36-4-4, Ala Code 1975, they must also file a copy of their oath with the judge of probate in their respective county.

Mail Copies To: Administrative Office of Courts

UJS Magistrate Program

300 Dexter Avenue

Montgomery, AL 36104-3741

or Fax to Joy Evans 334.864.3142 or Email to joy.evans@alacourt.gov


Secretary of State

11 South Union Street

Montgomery, AL 36130

DISTRICT COURT MAGISTRATE OR WARRANT CLERK APPOINTMENT *

IN THE DISTRICT COURT OF SHELBY, ALABAMA
(Name of County)


20140429000126690 2/2 \$.00
Shelby Cnty Judge of Probate, AL
04/29/2014 09:41:58 AM FILED/CERT

7/1/13
Date of Appointment
7/2/13
Date Oath Administered
4/29/14
Date Oath Filed with Probate Judge

Information on Potential Appointee

Name: Sandra K. Arnett Social Security Number: 418-78-3069
Work Address (including city, state and zip code): PO Box 1810; Columbiana, AL 35051
Present Job Title & Duties: Clerk I; MISC duties as assigned by the Circuit Clerk
Home Address 1254 Butler Road; Alabaster, AL 35007 Alabama

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 and designated in number (8) through (10) below:

- (1) Is a qualified elector;
- (2) Is a resident of the state, circuit, district, or county;
- (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 adjudicated 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.

Sandra K. Arnett
Print of Type Name of Potential Appointee

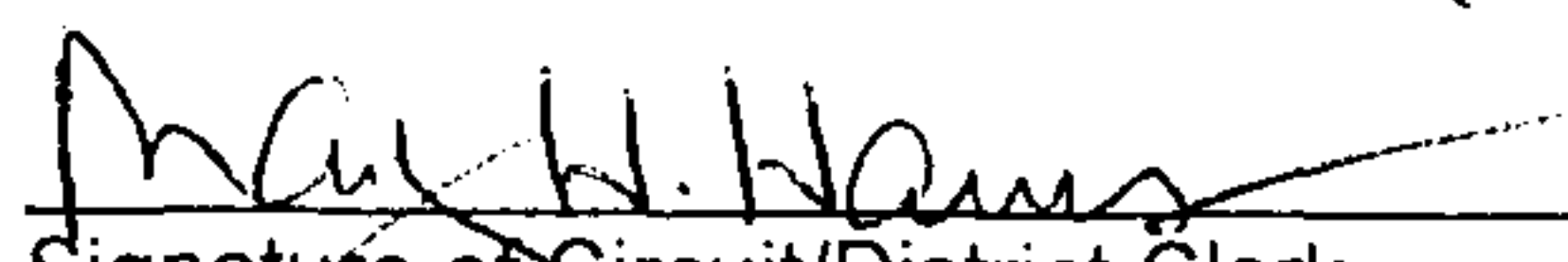

Signature of Potential Appointee

IMPORTANT NOTE: If the person being recommended for appointment as a district court 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.

I do attest to the fact that the heretofore requested appointee meets all the 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 by the U. S. Supreme Court and designated in numbers (8) through (10) above.

I hereby appoint Sandra K. Arnett as
District Court ☒ Magistrate **or** ☐ Warrant Clerk to serve and perform the duties of such office, under my supervision.

Mary H. Harris, Circuit Clerk
Print or Type Name of Circuit/District Clerk


Signature of Circuit/District Clerk

PO Box 1810; Columbiana, AL 35051
Court Address City State ZipCode

mary.harris@alacourt.gov
Email Address

*Only to be used for appointment of individuals
Currently within the district court clerk's office to
Serve as district court magistrate or warrant clerk.

Please return completed form to:
Administrative Office of Courts, UJS Magistrate Program
300 Dexter Avenue, Montgomery, AL 36104-3741
or Fax to Joy Evans 334.954.3142
Email to joy.evans@alacourt.gov