

# **OFFICE OF THE PUBLIC DEFENDER**

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## **HOW TO APPLY FOR A PUBLIC DEFENDER**

**Come to the Public Defender's Office in person to apply and have an intake interview done during the hours listed below. YOU MUST APPLY AT LEAST ONE WEEK PRIOR TO YOUR SCHEDULED COURT DATE or else we will not be able to take your application. We encourage you to apply as soon as possible.** We are located on the 3<sup>rd</sup> floor of the York County Judicial Center at 45 N. Georg St, York, PA.

If you live more than 2 hours' travel away or have other valid reason as to why you cannot apply in person, please call to see if we can schedule you for a phone intake instead.

Please be prepared to provide documents regarding your income at the time of your application.

If you are in jail because of your charges, please fill out a Public Defender application there as soon as possible and one of our Inmate Coordinators will do your intake interview.

**\*\*Please Note: The Public Defender's Office does not offer representation for traffic citations or summary offenses unless you are facing jail as a result of these charges\*\***

### **HOURS TO APPLY IN PERSON**

**MONDAY: 8:30-11:30 & 1:00-4:00**

**TUESDAY: 8:30-11:30 & 1:00-4:00**

**WEDNESDAY: 8:30-11:30 & 1:00-4:00**

**THURSDAY: 8:30-11:30 & 1:00-4:00**

**FRIDAY: 8:30-11:30 - NO PM HOURS**

# YORK COUNTY PUBLIC DEFENDER APPLICATION

**PLEASE PRINT** and fill in the application completely

If you receive any new charges after your initial interview, **you must re-apply for every charge.**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Alias: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Dr. Lic. State: \_\_\_\_\_ Dr. Lic. # \_\_\_\_\_ Soc. Sec. # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Race: \_\_\_\_\_ Gender: M / F Ht.: \_\_\_\_\_ Wt.: \_\_\_\_\_ Hair Color: \_\_\_\_\_ Eye Color: \_\_\_\_\_

Mailing Address (if your name is not on the mailbox, you need to provide c/o name so your mail gets delivered):  
\_\_\_\_\_ Apt./Floor/Lot #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone #: Home: \_\_\_\_\_

E-mail: \_\_\_\_\_ Cell: \_\_\_\_\_

Military Veteran: \_\_\_\_\_ Yes \_\_\_\_\_ No Branch: \_\_\_\_\_ Other: \_\_\_\_\_

Interpreter Needed: \_\_\_\_\_ Yes \_\_\_\_\_ No Language: \_\_\_\_\_

Please place an X next to all that apply:

You are here for: \_\_\_\_\_ Criminal Charges \_\_\_\_\_ DRO \_\_\_\_\_ County PV  
\_\_\_\_\_ State PV \_\_\_\_\_ PFA/ICC \_\_\_\_\_ Appeal Issues \_\_\_\_\_ Other

How many separate cases are you applying on today? \_\_\_\_\_

What are your charges: \_\_\_\_\_

Who else was involved: \_\_\_\_\_

Current bail amount for all charges: \_\_\_\_\_

Magisterial District Judge: (Please list them all) \_\_\_\_\_

Next Court Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_\_

Type: (Circle one) Prelim. Hrg / Waive Prelim. Hrg / Arraignment / PTC / Trial / Appeal/ PFA/ICC /PV Hrg

Do you have any other pending charges: Yes / No Charges: \_\_\_\_\_

If yes, please explain and name your attorney: \_\_\_\_\_

Marital Status: \_\_\_\_\_ Number of children \_\_\_\_\_ Ages: \_\_\_\_\_

Are you a US citizen: \_\_\_\_\_ Yes \_\_\_\_\_ No

Are you currently employed: Y / N Where: \_\_\_\_\_ Weekly Gross pay: \$ \_\_\_\_\_

Savings/Checking account balance: \$ \_\_\_\_\_ SSI/SSD: \$ \_\_\_\_\_

Does your Spouse/Live-In/Significant other work: Y / N Where: \_\_\_\_\_

Their Weekly Gross Pay: \$ \_\_\_\_\_ Their Savings/Checking account balance: \$ \_\_\_\_\_

SSI/SSD: \$ \_\_\_\_\_ Does ANYONE currently receive: Welfare: Y / N Unemployment: Y / N

Other \_\_\_\_\_ Amount: \$ \_\_\_\_\_ How often: \_\_\_\_\_

Real Estate owned: \_\_\_\_\_ Value: \$ \_\_\_\_\_ Mortgage Balance: \$ \_\_\_\_\_

**Please give a BRIEF description of events:**

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I acknowledge that these answers are true and correct to the best of my ability and recollection.

X \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE ANYTHING BEYOND THIS PAGE**

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# This page is for Attorney use only!!

## ATTORNEY INTERVIEW NOTES

Current charge(s): \_\_\_\_\_

\_\_\_\_\_

Prior Record: \_\_\_\_\_

\_\_\_\_\_

Admits / Denies & Explanation of Events: \_\_\_\_\_

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\_\_\_\_\_ Informed Client of:

\_\_\_\_\_ Plea

\_\_\_\_\_ Trial

\_\_\_\_\_ ARD

\_\_\_\_\_ 546/586

\_\_\_\_\_ Sec 17

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