Virginia Criminal Sentencing Commission

100 North Ninth Street • Richmond, Virginia 23219 • Tel. 804.225.4398 • FAX 804.786.3934

This form does not apply to Commonwealth's attorneys, public defenders, probation staff, or judicial/state employees, as fees are automatically waived for those groups.

Application for Fee Waiver

Applicant Information

Name _____

Address _____

City _____ State _____ Zip _____

Office Phone _____ Cell Phone _____

E-mail _____

Date admitted to the Virginia State Bar _____ Bar # _____

Have you ever attended a training seminar sponsored by the Sentencing Commission?

☐ Yes ☐ No If yes, in what year did you last attend? _____

Practice

What percentage of your practice involves indigent defense work? _____

What percentage of your practice involves criminal defense (all areas)? _____

How many attorneys in your firm are primarily engaged in criminal defense work? _____

(Full-time attorney = 1 attorney Part-time attorney = ½ attorney)

During the previous calendar year, did you gross $80,000 or more from criminal defense practice?

☐ Yes ☐ No

Type of Assistance Requested

☐ Sentencing Guidelines Manual

☐ Training → ☐ Introduction to Sentencing Guidelines (6 CLE) ☐ Sentencing Guidelines Refresher (3 CLE)
☐ Sentencing Guidelines Knowledge & Skills Evaluation incl. Ethics Issues (5 CLE w/1 Ethics)

Other Information

Is there anything else relevant to the application that you would like the Commission to know?

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

Signature _____ Date _____

Please submit completed application

Mail Virginia Criminal Sentencing Commission
100 North Ninth Street
Richmond, VA 23219

E-mail vguidelines@vcsc.virginia.gov
Fax (804) 786-3934

Evaluation Criteria

- Percentage of practice focusing on indigent defense cases
- Financial need of applicant (especially for new or solo practitioners)