

[Attorney Name]
[Law Firm Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]
[Bar Number]

[Date]

Clerk of the Court
[Court Name]
[Court Address]
[City, State, Zip Code]

RE: State of [State] vs. [Defendant Name]
Case Number: [Case Number]

To the Clerk of the Court and the Prosecuting Attorney:

Please enter my appearance as attorney of record for the Defendant, [Defendant Name], in the above-referenced criminal matter.

I request that copies of all future notices, pleadings, motions, and orders issued by the Court or served by the prosecution be sent to my office at the address listed above.

By filing this Notice of Appearance, the Defendant specifically reserves all rights to challenge jurisdiction, venue, and the sufficiency of the charging instrument, and further makes a formal demand for all discovery materials as required by law.

Respectfully submitted,

[Signature]

[Printed Name]
Counsel for Defendant

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing Notice of Appearance was served upon the Office of the [District Attorney/Prosecutor] via [Method of Delivery, e.g., Electronic Filing/U.S. Mail] on this [Day] day of [Month], [Year].

[Attorney Initials/Signature]