

**IN THE SUPERIOR COURTS OF  
THE SOUTH GEORGIA JUDICIAL CIRCUIT  
STATE OF GEORGIA**

**IN RE: COURT INTERPRETERS : APPLICATION PROCEDURE**

**ORDER**

The Court having found that there is an increasing frequency for the need of Court Interpreters and having determined an immediate need for enforcing current guidelines in obtaining court interpreters that were adopted by this Court on December 16, 2003, and as amended on May 20, 2004, for the purpose of maintaining judicial efficiency and economy, the following policy regarding Court Interpreters is hereby reaffirmed and shall be implemented in all criminal and civil cases in this Circuit.

Interpreters may be obtained through the Court only when the person in need of an interpreter is indigent. The Court shall, if necessary to a resolution of the issue, examine a party or witness on the record to determine whether a court appointed interpreter is needed. The requesting party, whether the State of Georgia via the Prosecutor or the Defense, shall file an Application for Interpreter with the Court by submitting said Application to the Judicial Law Clerk for the South Georgia Judicial Circuit, or such other person(s) as this Court shall hereinafter appoint, ***no less than ten (10) days*** before the first day of the hearing day or trial term in which an interpreter will be needed. This Application shall be served upon opposing counsel and the Circuit Court Administrator. An Affidavit of Indigence shall be included and attached to the Application when filed.

The Application for Interpreter shall be filed as soon as it is determined that such interpreter is needed but absolutely ***no less than ten (10) days*** before the first day of the trial term in which the interpreter will be needed. Such Application shall include: (1) the case number in which an interpreter will be needed; (2) the style of the case; (3) the name of the person involved in the case who requires interpretation; (4) the type of interpretation needed (Hearing Impaired or a court interpreter is required including the language and dialect if applicable); (5) the specific hearing date or date during the trial week in which the case shall be called; and (6) the estimated time of need for an interpreter.

The Application for Interpreter shall substantially conform to the Application attached hereto as "Exhibit A." The Affidavit of Indigence shall substantially conform to the Affidavit attached hereto as "Exhibit B." The Aforementioned Application and Affidavit shall be available from the Judicial Law Clerk for the South Georgia Judicial Circuit upon request.

The Clerk of Court in each county within the South Georgia Judicial Circuit (Baker, Calhoun, Decatur, Grady and Mitchell) shall file this Order and enter it upon the Minutes of the Court.

**SO ORDERED**, this 27th day of December, 2006.

**/s/ A. Wallace Cato**

HON. A. WALLACE CATO  
Chief Judge of Superior Courts  
South Georgia Judicial Circuit

**/s/ J. Richard Porter III**

HON. J. RICHARD PORTER, III  
Judge of Superior Courts  
South Georgia Judicial Circuit

**Order Prepared By the Court**

**IN THE SUPERIOR COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA**

<b>STATE OF GEORGIA,</b>	:	
	:	<b>CASE NUMBER:</b> _____
<b>VS.</b>	:	
	:	
_____ ,	:	<b>APPLICATION FOR</b>
	:	<b>COURT INTERPRETER</b>
<b>DEFENDANT.</b>	:	

**APPLICATION FOR COURT INTERPRETER**

Now comes \_\_\_\_\_ and hereby files this Application for a Court Interpreter in the above styled case. \_\_\_\_\_ is the: **choose one (Defendant/Victim/Witness)** in this case and is: **choose one (not a speaker of the English language/hearing impaired)**. \_\_\_\_\_ speaks the language of \_\_\_\_\_ in the \_\_\_\_\_ dialect. \_\_\_\_\_ is indigent, as evidenced by the attached Affidavit of Indigence, and is unable to obtain funds to hire a personal interpreter.

The above numbered case will be called for hearing or trial on \_\_\_\_\_, and is estimated that an interpreter will be needed for \_\_\_\_\_.

**WHEREFORE**, the \_\_\_\_\_ prays that an interpreter be provided by this Court.

Respectfully Submitted, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
PARTY: \_\_\_\_\_  
TITLE: \_\_\_\_\_

**Prepared By:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IN THE SUPERIOR COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA

STATE OF GEORGIA,

VS.

\_\_\_\_\_ ,

DEFENDANT.

:  
:  
:  
:  
:  
:  
:

CASE NUMBER: \_\_\_\_\_

**AFFIDAVIT OF INDIGENCE**

I, \_\_\_\_\_, depose and say that I am the \_\_\_\_\_ in the above captioned case; that in support of this Application for a Court Appointed Interpreter, I state that because of my poverty that I am unable to hire a personal interpreter.

I further swear that the responses which I have made to the following questions are true.

1. Are you presently employed?      \_\_\_\_\_ Yes      \_\_\_\_\_ No

If the answer is "Yes," state the amount of your salary or wages per month, and give the name and address of your employer:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If the answer is "No," state the date of last employment and the amount of the salary and wages per month which you received:

\_\_\_\_\_  
\_\_\_\_\_

2. Do you own any cash, or do you have money in a checking or savings account?

\_\_\_\_\_ Yes      \_\_\_\_\_ No

If the answer is "Yes," state the total value of the cash owned:

3. Do you own any real estate, stocks, bonds, notes, automobiles, or other valuable property?

\_\_\_\_\_ Yes      \_\_\_\_\_ No

If the answer is "Yes," describe the property and state its approximate value:

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4. List the persons who are dependent upon you for financial support, state your relationship to those persons, and indicate how you contribute to their support:

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I understand that a false statement or answer to any question in this affidavit will subject me to penalties for perjury.

I verify that the answers I have given are true and correct to my knowledge.

This the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Signature of Affiant

Sworn to and subscribed before me this  
\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Notary Public  
My commission expires: \_\_\_\_\_