



**OFFICE OF THE PUBLIC DEFENDER
4th JUDICIAL DISTRICT
123 NORTH COLLEGE AVE
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Blake Chancellor
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Kristen Callahan
Alyssa Watkins
Chloe Roane
Lexi Acello
Misty Grady

Misty Grady
Deputy Public Defender
(479) 444-1595

Clients of the Public Defender's Office:

I am the District Court Deputy Public Defender for Washington County. If the Judge has approved your request for a Public Defender, I am now your attorney. Please keep the following points in mind:

- **It is your responsibility to contact me.** I cannot adequately defend you if you do not assist me by maintaining good contact and meeting with me prior to your court date. If I have not met with you to discuss your case prior to your court date, and/or you have not had any contact with me, the Judge may revoke your bond and place you in jail until your next court date. If you wait until the last minute to contact me, I may not have time to meet with you before your scheduled court date.
- **Call to schedule an appointment.** Please call my office at **(479) 444-1595** to schedule an appointment. Please tell the Legal Assistants that I am your attorney, your legal name, and that you would like to schedule an appointment. Appointments can be by phone. Please allow one to two weeks after completing your application to contact my office. It takes time for the Judge to review your application and time for my office to receive the notice of appointment and begin preparing a file. I would request that you also provide the legal assistants with a good email address and phone number; if the phone number is no longer operational, I may attempt to reach out to you by email if I need to update you on your case or if I am unable to reach you at the time of our appointment. However, remember, it is

your responsibility to contact me, to respond, and to keep in contact. If your contact information changes, call the number above to update the Legal Assistants.

- **You are the client.** I cannot discuss the facts of your case with anyone but you without your express permission. This includes friends or family members.

- **It is a crime to miss your court date.** If you are not present in court on your scheduled court date, you may face an additional charge of Failure to Appear. It is not my job to track you down, but if you miss a court date, it will become someone else's job. This offense may subject you to additional fines, fees, and penalties, including the possibility of jail. If you do not know your court date, contact the court clerk's office of the district in which you are charged.

- **Do not discuss your case with anyone else.** Unfortunately, there is little you can do to help your case until we meet. You should refrain from discussing your case with anyone until we have met – this includes posting to social media accounts.

- **File retention.** We keep a copy of your misdemeanor file for a year after it is closed. After that, the file will be destroyed. If you wish to have a copy of your file, you must ask for it prior to its destruction.

- **Constitutional Rights.** You have the right to a trial, to see and hear witnesses against you, and to cross examine those witnesses. You have the right to remain silent. You have the right to present your own evidence at trial. If you chose to take a plea, you are voluntarily waiving these rights and the Court may impose the same sentence as if you had been found guilty at trial. It is important to make, and keep an appointment so we can more thoroughly discuss these rights.

- **Appeals.** You have the right to appeal an adverse decision, however the right to appeal expires after 30 days after the finding of guilt. If you wish to appeal, you must notify me as soon as possible.

You have asked this Court and the State of Arkansas to provide you with legal representation, and it has been provided. For your own benefit, I urge you to make every effort to promptly address your pending charges and allow me to provide the legal guidance you have requested.

Sincerely,

Misty Grady

****You should text me (never call this number) at 479-263-8378 with your name and which court you are in prior to your court date if you have not scheduled an appointment with the office.