

Request for Army Reserve Trial Defense Service (TDS) Attorney

STOP! **READ THE FOLLOWING INSTRUCTIONS CAREFULLY** **BEFORE SUBMITTING**

The U.S. Army Reserve Trial Defense Service (USAR TDS) provides defense counsel to eligible USAR personnel worldwide. To determine whether you are eligible for USAR TDS services, please answer the following questions:

- 1. Are you on full-time active duty in the Active Guard and Reserve (AGR) Program, or on extended active-duty orders (>30 days)?** If so, then the Active Component (AC) provides your primary legal services, not the USAR. Please contact the AC TDS field office at the Army installation closest to your USAR duty station for assistance. If you have difficulty reaching an AC TDS office, contact the Reserve Liaison Officer, HQ, USATDS, at (703) 693-0285.
- 2. Is this a civilian criminal matter?** TDS attorneys are not authorized to represent you in civilian courts (including Federal magistrate courts for certain offenses committed on military installations). You may request a public defender if they are provided for the court that is hearing your case, or you may retain a civilian criminal defense attorney at your own expense.
- 3. Is this a Legal Assistance matter?** TDS attorneys typically represent Soldiers who have been charged with military crimes or who face adverse administrative action, such as separation. TDS staff will refer you to an appropriate Legal Assistance point of contact if your legal issue is outside the scope of TDS services.

If you are a drilling Troop Program Unit (TPU) Reserve member, Individual Mobilization Augmentee (IMA), or Individual Ready Reserve (IRR) member, please complete this form and e-mail it to usarmy.pentagon.hqda-otjag.mbx.tds-usar-requestforcounsel@mail.mil, subject: "Request for Counsel". If you are having difficulty using this form, call the Reserve Liaison Officer, Headquarters, U.S. Army Trial Defense Service at (703) 693-0285.

Note: Units completing this form on a Soldier's behalf must include:

- 1. The Soldier's personal telephone number (home or mobile) and personal email; and,**
- 2. A statement on the comment line that the request is being submitted with the Soldier's permission** (the Soldier asked for help with the form, submitted an election of rights requesting counsel, etc.) A military attorney cannot be detailed unless the Soldier wants one, and units may not request an attorney without the Soldier's permission. Insufficient requests will be returned without action.

Soldiers requesting counsel should expect to be contacted by a TDS attorney (or paralegal) within 5-7 business days of submitting a request.

To request a USAR TDS attorney, please provide the following information:

Name (First, Middle, Last):

Rank:

Current USAR Duty Status:	AGR	ADOS	IMA
	TPU	IRR	

Current Unit (number & full name)

Personal e-mail address(es):

Personal phone number(s):

ETS date:

Notification date:

Board date:

Type of action:	Criminal Investigation	UCMJ Charges Preferred
	Article 15 (NJP)	Administrative Separation
	Other Investigation (15-6, IG, etc.)	Other Adverse Military Administrative Matter

Reason for administrative separation:	Positive Urinalysis
	Other Misconduct (explain)
	Unsatisfactory Participation
	Revoked Security Clearance
	Other (explain)

Briefly describe why you are asking for a defense attorney. DO NOT include confidential information on this form -- discuss it only with your attorney or a TDS Paralegal.

Comments:

**E-mail the completed form to
usarmy.pentagon.hqda-otjag.mbx.tds-usar-requestforcounsel@mail.mil,
subject: "Request for Counsel". For any questions, call the Reserve Liaison
Officer, Headquarters, U.S. Army Trial Defense Service, at (703) 693-0285.**