

**Iowa Judicial Branch**  
**Application for a District Associate Judge or Judicial Magistrate Position**

Revised: 8-2-2019

<b>Instructions for Applicants</b>
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The County Magistrate Appointing Commission(s) for SIOUX County is currently accepting applications for a **Magistrate** position.

There are four parts to the application. Each part is a separate document. Each part is a separate document.

**Part 1: *Personal Background Information Form.*** It provides the County Magistrate Appointing Commission(s) with an applicant’s pertinent background information. Based on advice of legal counsel, the Commission will treat this part as a **public record** pursuant to Iowa Code section 22.1(3), so it will be available to the public upon request. If you believe you cannot fully respond to a question in Part 1 without disclosing information that is confidential under state or federal law, please submit that part of your answer with the legal basis for confidentiality on a separate sheet that you mark “confidential.”

**Part 2A: *Confidential Information Form.***

**Part 2B: *Confidential Information, Disclosure and Release Form.***

**Part 3: *Credit Search Authorization Form.***

**How to obtain the forms:**

All four forms are Microsoft Word documents. To obtain the electronic versions of the forms via email, please email District Court Administrator at: **Peggy.Frericks@iowacourts.gov**

**How to complete the forms using MS Word and deliver them to the Commission:**

- (1) Type your response in the box immediately after or next to each numbered question or item.
- (2) After completing each form, print a copy of each and **sign** each part on the last page.
- (3) Scan Part 1 and Part 2A. Save each form as a PDF document using the following format for naming the documents:  
[Lastname]-Part1.pdf  
[Lastname]-Part2A.pdf
- (4) Save at least two writing samples (see #37 in Part 1) as PDF documents using this filename format:  
[Lastname]-WritingSample1.pdf  
[Lastname]-WritingSample2.pdf
- (5) Email Parts 1 and 2A plus the two writing samples to: **Peggy.Frericks@iowacourts.gov**
- (6) Mail or personally deliver the original copies of Parts 1, 2A, 2B, and 3 (with your hand-written signature) and paper copies of your writing sample(s) to:

Peggy Frericks – District Court Administrator  
Woodbury County Courthouse – Room 210  
620 Douglas St.  
Sioux City, IA 51101

(7) **Applications must be received no later than** (date):

<b>2/3/22</b>
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(time):

<b>4:00 PM</b>
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