IN THE CIRCUIT COURT OF [*county*] COUNTY, WEST VIRGINIA

STATE OF WEST VIRGINIA,

v. [*case number*]

Hon. [*name*]

[*name-all caps*],

 Defendant.

**CERTIFICATE OF COUNSEL**

**IN SUPPORT OF MOTION FOR WITHDRAWAL**

 I, [*counsel’s name*], Counsel for Defendant herein, do hereby certify in accordance with W. Va. T. C. R. 4.03(b), that I have provided Defendant herein with notice of the following:

1. That I am required and/or wish to withdraw from the captioned matter;
2. That the court retains jurisdiction of the captioned matter;
3. That the client has the burden of keeping the court informed where notice, pleadings, or other papers may be served;
4. That the client has the obligation of preparing for trial or hiring other counsel to prepare for trial when the trial date has been set;
5. That the client has been advised of the possible adverse effects of failure or refusal to meet these burdens;
6. That the date of any proceedings, including trial, and the holding of any such proceedings will not be affected by the withdrawal of any counsel;
7. That service of process may be made upon the client at the client’s last known address; and
8. That the client has a right to object immediately to my intent to withdraw.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

[*counsel name*] [*bar number*]

[*address*]

[*phone number*]

[*email address*]

Counsel for Defendant