

SAMPLE ORDER FOR SUPPORT STAFF

ORDER APPOINTING AND SETTING SALARY FOR SUPPORT STAFF

IT IS ORDERED that _____ is appointed AOC _____ for the
Name of Employee Position Title
_____ of the _____ Court District, effective _____.
Judge(s)/Chancellor(s) Dist. # Circuit/Chancery Hire Date

Pursuant to Miss. Code Ann. §9-1-36, as amended, the annual salary of _____,
Name of Employee

is hereby set at _____, plus benefits, is to be funded from the support
Annual Salary

staff fund(s) of the undersigned _____ of the District.
Judge(s)/Chancellor(s)

If sufficient funds are not available from the support staff fund(s) of the undersigned
_____ of the district, said salary may be supplemented by the county or counties of
Judge(s)/Chancellor(s)

the district in the percentages set forth below:

**PLEASE STATE PAYMENT FROM SPECIFIC COUNTIES
IN PERCENTAGES (NOT DOLLAR AMOUNTS) HERE**

ORDERED AND ADJUDGED this the _____ day of _____, 20____.

CIRCUIT JUDGE(S)/CHANCELLOR(S)

ALL JUDGES CONTRIBUTING TO SALARY MUST SIGN THE ORDER.