



**SAN JUAN COUNTY CASA PROGRAM**

**LETTER OF APPOINTMENT**

**In the Matter of:** \_\_\_\_\_

**Case Number:** \_\_\_\_\_

This letter is to confirm that \_\_\_\_\_ has been appointed CASA (Court Appointed Special Advocate) for the above-named child(ren) . The assignment was made on

\_\_\_\_\_.

The CASA is appointed by the court to serve as an independent advocate for the child. The CASA is involved in legal proceedings involving the child. The primary responsibility of the CASA is to ensure that the best interests of the child are served. This necessitates gathering information from parents, relatives, foster parents, friends, school personnel, counselors and others having knowledge relevant to the child's situation. The CASA volunteer may be contacting you to discuss information you may have concerning this case.

Any questions concerning the CASA appointed should be referred to the CASA office.

\_\_\_\_\_  
CASA Program Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director

\_\_\_\_\_  
Date