

Ernest M. Smith (1911-1992)
A. J. Welch, Jr., PC
John P. Webb, PC
William A. White, PC
Andrew J. Welch, III, PC (NY & GA)
Byrd Garland
C. Walter Pendergrass, III
L. Scott Mayfield
Marc A. Avidano (FL & GA)
David M. Waldroup
Andrew J. Gebhardt
R. Brian Strickland



SMITH WELCH
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Bianca Davis
Janet Scott
Warren M. Tillery
Orion G. Webb

117 BROOKWOOD AVENUE • JACKSON, GA 30233
Telephone: 770-775-3188 • Facsimile: 770-775-1977
www.smithwelchlaw.com

February 3, 2015

Mr. Kenny L. Smith
City of Griffin
100 South Hill Street
Griffin, Georgia 30223

**RE: Letter of Consideration for Appointment as Assistant Solicitor for the
City of Griffin**

Dear Mr. Smith,

Please accept this letter as my formal request for consideration to be appointed as the Assistant City Solicitor for the City of Griffin. In my time practicing, I have represented clients in various civil and criminal cases from start to finish and at all levels of local courts. I have also practiced in both the Georgia Court of Appeals and Georgia Supreme Court. This vacancy, however, would serve as an opportunity for me to serve in a prosecutorial capacity.

In addition to my work in the private practice, I began serving the McDonough Municipal Court as a Court Appointed Attorney for indigent defendants in 2012. There, I defend my clients against ordinance violations and misdemeanor violations of both state and local law. The experience I have gained serving in this capacity will be an asset to the City of Griffin, as it is important to understand the law from both the perspective of the City as well as the defendant. I feel that the policies and practices implemented in the City of McDonough that I have grown accustomed to would be extremely beneficial to the efficiency and success of Griffin's Municipal Court.

If you have any questions or need anything further to consider me for this position, please let me know. I can be reached at the phone number above, or by email at epool@smithwelchlaw.com. Thank you.

Sincerely,

Elizabeth M. Pool