

**SUPREME COURT OF COLORADO
OFFICE OF THE CHIEF JUSTICE**

OATHS OF OFFICE FOR JUDGES AND MAGISTRATES

I. TIMING OF TAKING OATH

Newly appointed judges must take an oath of office on or before the effective date of the appointment. These judges may take the oath of office anytime between the date their appointments are announced by the Governor and the effective date of their appointments. Judges who have been retained in office for additional terms should take an oath of office on or before the first day of the new term. Magistrates must take an oath of office on or before their first day of employment with a district.

II. TIMING OF TAKING OFFICE

Regardless of when an oath of office is administered, judges cannot take office until the effective date of their appointments. The reason for this policy is to make certain that new judges do not enter office or attempt to conduct judicial business while an incumbent judge is still in office or prior to the time when a new judgeship actually comes into existence.

III. FILING OF OATHS

Oaths of justices, court of appeals judges, and district court judges must be filed with the Secretary of State. County court judges must file their oaths with the county clerk and recorder of their respective counties. Magistrates must file their oaths with the district administrator(s) for the district(s) in which they are employed.

IV. PLACEMENT ON JUDICIAL PAYROLL

New judges and magistrates will not be placed on the Judicial Department payroll until the effective date of their appointment or employment.

This directive is amended effective April 7, 2017.

Done at Denver, Colorado this 7th day of April, 2017

/s/

Nancy E. Rice, Chief Justice