



SUPREME COURT OF GEORGIA
Case No. S04Y2131

Atlanta September 27, 2004

The Honorable Supreme Court met pursuant to adjournment.

The following order was passed.

IN THE MATTER OF VICKIE LOUISE ARP FORD.

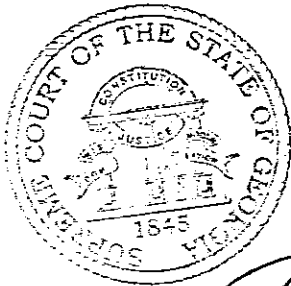
This disciplinary matter is before the Court pursuant to the response of the special master to Vickie Louise Arp Ford's petition for voluntary discipline which she filed pursuant to Bar Rule 4-227 (c) after the State Bar filed a Formal Complaint. In the Formal Complaint, the State Bar charged Respondent with violating Rule 4.2 (a) and Rule 8.4 (a) (4) of the Rules of Professional Conduct found in Bar Rule 4-102 (d). In her petition, Respondent only admits to violating Rule 4.2 (a) and asks that a confidential letter of admonition be issued as the appropriate sanction in this case.

Respondent admits that this disciplinary matter arose in connection with her representation of a church member whose church was facing foreclosure. Respondent's client held a third lien position on the church property. According to Respondent, her client and the pastor of the church met independently before jointly contacting her to request that she prepare a warranty deed between the church and a third party controlled by the client. Respondent claims that she prepared the deed prior to learning that the church was represented by counsel and she contends that upon learning of the church's representation she insisted that the pastor make every effort to contact the attorney. Although the pastor was unsuccessful at contacting his counsel, Respondent was made aware of the fact that the church's counsel had specifically requested that no transfer of property take place and that no documents be executed until he had the chance to review them. Despite this fact, in what Respondent claims was an effort to accommodate the pastor's

desire to leave town coupled with his continued insistence that he was not represented by counsel in this matter, the deed was executed by the pastor at the meeting in Respondent's office and was notarized by Respondent.

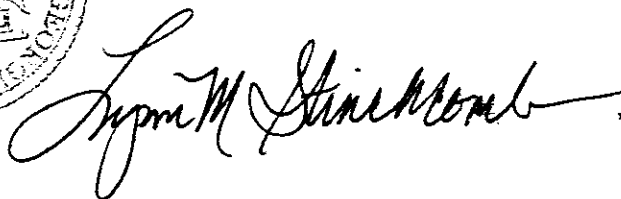
We find that by allowing the execution of the warranty deed to take place in her office, Respondent violated Rule 4.2 (a). Although the maximum sanction for a violation of this rule is disbarment, we agree with the special master and the State Bar that given the facts presented the sanction proposed by Respondent is appropriate under the circumstances. Accordingly, for her violation of Rule 4.2 (a), we hereby order that a confidential letter of admonition be issued to Vickie Louise Arp Ford pursuant to Bar Rule 4-206.

SUPREME COURT OF THE STATE OF GEORGIA
Clerk's Office, Atlanta



I certify that the above is a true extract from the minutes of the Supreme Court of Georgia.

Witness my signature and the seal of said court hereto affixed the day and year last above written.

 , Chief Deputy Clerk