APPLICATION FORM
UNITED STATES MAGISTRATE JUDGE

Please answer all questions. If not applicable, indicate this by marking "N/A." This form is fillable using Adobe Acrobat. If handwritten, please legibly print your answers. Should you need more space for an answer, please attach additional sheet(s) of paper, including your name at the top of each additional page and referencing item number. Submit a cover letter indicating your interest in the position, the application form, and any supporting documentation in PDF format via e-mail to humanresources@innd.uscourts.gov. Incomplete applications will not be considered. Applications must be received by January 31, 2016.

GENERAL

1. Full name: _____ Email: _____

2. All other names by which you have been known: _____

_____

3. Office address: _____

City _____ State _____ Zip _____

Telephone _____

4. Residential address: _____

City _____ State _____ Zip _____

Telephone _____

5. Place of birth: _____

Date of birth: _____

6. Length of residence in state: _____

7. If you are a naturalized citizen, state the date and place of naturalization.

_____

8. Military service:

Branch _____ Dates _____

Rank or Rate at Discharge _____ Type of Discharge _____

If still a reserve or national guard member, give service, branch, unit, and present rank.

_____

9. Are you related by blood or marriage to any judges of this court? ☐ Yes ☐ No If yes, give name(s) and relationship. _____

HEALTH

10. What is the present state of your health?

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11. a) Have you in the last 10 years (i) been hospitalized due to injury or serious mental or physical illness or drug or alcohol addiction, or (ii) been prevented from working or otherwise incapacitated for a period in excess of ten days due to injury or illness, drug or alcohol addiction? If so, give the particulars, including the causes, the dates, the places of confinement, and the present status of the conditions which caused the confinement or incapacitation.

11. b) Do you have any visual or hearing impairment or other mental or physical impairment that would affect your ability to perform the duties of a magistrate judge? If so, please describe the impairment and how your impairment could be accommodated to allow you to perform the duties of a magistrate judge.

EDUCATION

12. Colleges and universities attended, dates, and degrees:

13. Continuing legal education courses completed within the last 10 years:

HONORS

14. Were you a member of law review? ☐ Yes ☐ No If yes, describe role:

15. If you have published any legal books or articles, list them, giving citations and dates.

16. List any honors, prizes, or awards you have received.

PROFESSIONAL ADMISSIONS

17. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted to practice, giving the dates of admission in each case:

Court or Administrative Body	Date of Admission

LAW PRACTICE

18. State the names, addresses, and dates of employment for all law firms with which you have been associated in practice, all government agencies, and all private business organizations in which you have been employed. Also provide all dates during which you have practiced as a sole practitioner.

Organization	Address	Position	Dates

19. Describe the general nature of your current practice including any legal specialties and character of your typical clients; also, if your practice is substantially different now than previously, give details of prior practice.

20. a) Do you appear regularly in court? ☐ Yes ☐ No

b) What percentage of your appearances in the last five years were in:

1. Federal courts _____ %
2. State or local courts of record _____ %
3. Administrative bodies _____ %
4. Other:

_____ _____ %
_____ _____ %
_____ _____ %
_____ _____ %

21. During the past five years, what percentage of your practice has been trial practice? _____ %

22. How frequently have you appeared in court? _____ times per month.

23. How frequently have you appeared at administrative hearings? _____ times per month.

24. What percentage of your practice involving litigation has been:

Civil _____ %
Criminal _____ %
Other:

_____ _____ %
_____ _____ %
_____ _____ %
_____ _____ %

25. State the number of cases you have tried to conclusion in courts of record during the past five years, indicating whether you were sole, associate, or chief counsel. Give citations of any reported cases.

26. Summarize your courtroom experience for the past five years.

27. State the names and addresses of adversary counsel against whom you have litigated your primary cases over the past five years.

PUBLIC OFFICE

28. Have you ever run for, or held, public office? ☐ Yes ☐ No If yes, give details.

PRIOR JUDICIAL EXPERIENCE

29. a) Have you ever held judicial office or been a candidate for judicial office? If so, state the courts involved and the dates of service, or dates of candidacy.

b) If you have held judicial office, state the names and addresses of counsel who have appeared before you who would be knowledgeable of your work, temperament, and abilities.

c) Prior quasi-judicial service:

Name of agency _____

Position held _____

Hearings on what types of issues _____

Number of cases adjudicated _____

Dates of service _____

BUSINESS INVOLVEMENT

30. a) If you are now an officer, director, or otherwise engaged in the management of any business enterprise, state the name of such enterprise, the nature of the business, the nature of your duties, and whether you intend to resign such position immediately upon your appointment to judicial office.

b) Since being admitted to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law?

☐ Yes ☐ No If yes, give the details, including dates.

c) During the past five years have you received any fees or compensation of any kind, other than for legal services rendered, from any business enterprise, institution, organization, or association of any kind?

☐ Yes ☐ No If yes, identify the source of such compensation, the nature of the business enterprise, institution, organization or association involved, and the dates such compensation was paid.

31. a) Have you ever been arrested, charged, or convicted for violation of any federal law, state law, county or municipal law, regulation, or ordinance?

☐ Yes ☐ No If yes, give details. (Do not include traffic violations for which a fine of $200 or less was imposed unless it also included a jail sentence.)

b) Have you, to your knowledge, ever been under federal, state or local investigation for possible violation of a criminal statute?

☐ Yes ☐ No If yes, give particulars.

32 a) Have you ever been sued by a client? ☐ Yes ☐ No If yes, give particulars.

b) Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice?

☐ Yes ☐ No If yes, give particulars, including the amounts involved.

33. Have you ever been charged in any civil or criminal proceedings with conduct alleged to involve moral turpitude, dishonesty, or unethical conduct?

☐ Yes ☐ No If yes, give particulars.

34. Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association, or other professional group?

☐ Yes ☐ No If yes, give particulars.

35. Have you filed appropriate tax returns as required by federal, state, local, and other government authorities?

☐ Yes ☐ No If no, explain.

36. Have any liens or claims ever been instituted against you by the federal, state or local authorities? ☐ Yes ☐ No

If yes, explain.

PROFESSIONAL AND OTHER ACTIVITIES

37. a) List all bar associations and legal professional societies of which you are a member and give the titles and dates of any office you have held in such groups, and committees to which you belonged.

b) List all organizations and clubs, other than bar associations and professional societies identified in response to Question No. 37.a), of which you have been a member during the past ten years, including the titles and dates of any offices you have held in each such organization.

SUPPLEMENTAL INFORMATION

38. State any achievements or actions you have accomplished, demonstrating your commitment to equal justice under the law.

39. State any additional education or other experiences you believe would assist you in holding judicial office.

40. State any other pertinent information reflecting positively or adversely on you which you believe should be disclosed to the district court and the selection panel in connection with your possible selection as United States magistrate judge.

41. a) List three individuals as references who are familiar with your abilities.

Name _____

Address _____

Telephone _____

Name _____

Address _____

Telephone _____

Name _____

Address _____

Telephone _____

b) List three individuals as references who are familiar with your personal character.

Name _____

Address _____

Telephone _____

Name _____

Address _____

Telephone _____

Name _____

Address _____

Telephone _____

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CONFIDENTIALITY STATEMENT

This form will be kept confidential and will be examined only by members of the merit selection panel and the judges of the district court. The individuals whom you have listed as references above may be contacted by the panel, but no other employers, colleagues, or other individuals will be contacted without your prior approval.

I declare under penalty of perjury that the foregoing is true and correct.

Signature of Applicant _____ Date _____