General Order No. 93-12

FILED

U.S. DISTRICT COURT
EASTERN DISTRICT OF TEXAS

SEP 02 1993

DAVID'S, MALAND, CLERK

FOR THE EASTERN DISTRICT OF TEXAS DEPUTY

ORDER ADOPTING NEW ATTORNEY ADMISSION RULE

It is hereby ORDERED that the following Local Rule 2 concerning attorney admissions will be adopted for immediate implementation:

**RULE 2** 

**ATTORNEYS: ADMISSION TO PRACTICE** 

- (a) An attorney who has been admitted to practice before the Supreme Court of the United States, or a United States court of appeals, or a United States district court, or the highest court of a state, is eligible for admission to the Bar of this Court. He or she must be of good moral and professional character, and must be a member in good standing of the state and federal bars in which he or she is licensed.
- (b) Each applicant shall file an application on a form prescribed by the court. If the applicant has previously been subject to disciplinary proceedings, full information about the proceedings, the charges and the result must be given.
  - (1) A motion for admission made by a member in good standing of the Bar of Texas or the bar of any United States district court shall accompany the completed admission form. The movant must state that the applicant is competent to practice before this court and is of good personal and professional character.
  - (2) The applicant must provide with the application form an oath of admission signed in the presence of a notary public on a form prescribed by the

Court.

(3) The completed application for admission, motion for admission and oath

of admission shall be submitted to the Court, along with the admission fee

required by law and any other fee required by the Court. Upon investigation of

the fitness, competency and qualifications of the applicant, completed

application forms may be granted or denied by the Clerk subject to the

oversight of the Chief Judge.

(c) The Clerk shall maintain a complete list of all attorneys who have been admitted

to practice before the Court.

(d) An attorney who is not admitted to practice before this Court may appear for

or represent a party in any case in this Court only by permission of the Judge before

whom the case is pending. When an attorney who is not a member of the Bar of this

Court appears in any case before this Court, he or she shall first present to the Judge

before whom the case is pending a motion requesting permission to appear, and an

order shall be entered by this Court granting or denying the motion.

Signed this 2nd day of September, 1993.

FOR THE COURT:

ROBERT M. PARKER

CHIEF U.S. DISTRICT JUDGE

## UNITED STATES DISTRICT COURT EASTERN DISTRICT OF TEXAS TYLER DIVISION

MEMO:

DATE: September 2, 1993

TO:

All District Judges
All Magistrate Judges
Deputies in Charge

**Attorney Admission Personnel** 

Intake Personnel

FROM:

David Maland Ague

SUBJECT:

General Order Adopting New Attorney Admission Rule

Attached is a copy of General Order 93-12 amending our attorney admission rule. Sections (a) and (d) of former Rule 2 essentially remain intact. Section (c) incorporates the last sentence of former section (c). New section (b) allows applicants to submit all requisite application materials (the application form, motion for admission, oath of admission and admission fee) simultaneously. Approval/denial of applications is done by the Clerk subject to the oversight of the Chief Judge. We will be able to process applications much more quickly under the new rule.

Also attached are copies of the new form for admission, the motion for admission and oath of admission. Per General Order 93-12, clerk's office personnel should ensure that the new procedure and forms go into effect immediately.

### United States District Court Eastern District of Texas

#### Memorandum

To:

All attorneys applying for admission to practice in the Eastern District of Texas

From:

Attorney Admissions Clerk, United States District Court

Eastern District of Texas

Subject:

Application for admission to practice

Enclosed is an Application for Admission, Motion for Admission, and an Attorney Admissions Handbook. Compliance with the following instructions will be sufficient for admission:

1. Fill out the Application for Admission.

Be sure to:

- A) Answer every question
- B) Complete the Oath of Admission at the bottom of the Application for Admission
- B) Have an original signature
- C) Have it notarized.
- 2. Have the Motion for Admission filled out by an attorney who meets the criteria outlined in the motion.
- 3. Send the original Application for Admission, Motion For Admission, and a check for the admission fee of \$25.00 made out to the "U.S. District Clerk" to:

United States District Court Eastern District of Texas 211 W. Ferguson, Room 106 Tyler, Texas 75702 Attn: Attorney Admissions

- 4. Once your application is approved, a Certificate of Admission will be mailed.
- 5. Attorneys are responsible for notifying the Admissions Clerk in the Clerk's Office of all changes of address, firm, and/or telephone number.
- 6. Please take note that your State Bar number is required on all pleadings filed in this Court.

If you have any questions regarding the application process, please call the Attorney Admissions Clerk at (903) 592-4803. Your application must be complete for proper processing and approval.

# Application for Admission United States District Court Eastern District of Texas

Please Type or Print in Black Ink Last Name Generation First Name Middle Name/Maiden Name Phone No. ( ) -Date of Birth: \_\_\_\_\_\_ SSN': \_\_\_\_\_ Sex: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ (If applicable) Texas Bar Number: \_\_\_\_\_ Has any application for admission to practice before any court ever been denied you, or has your privilege to practice before any court ever been suspended? \_\_\_\_\_ Has there ever been any disciplinary action in any court or by any Bar Association or Committee thereof which would reflect unfavorably upon your conduct, competency or fitness as a member of the Bar? If so, give complete information on separate page. Desribe in detail on a separate page, any charges, arrests, or convictions for criminal offense(s) filed against you. Omit minor traffic offenses. Other courts in which you are admitted to practice: Are you willing to accept appointments representing indigent defendants in criminal cases? [ ] Yes [ ] No **OATH OF ADMISSION** \_\_\_\_\_ do solemnly swear (or affirm) (type or print) that I will discharge the duties of attorney and counselor of this Court faithfully, that I will demean myself uprightly under the law and the highest ethics of our profession, and that I will support and defend the Constitution of the United States. Applicant's Signature

Attorneys are requested to provide their Social Security Number in order to assist the Court in maintaining the integrity of its records.

(See reverse side)

### UNITED STATES DISTRICT COURT EASTERN DISTRICT OF TEXAS

### **MOTION FOR ADMISSION**

I,			, move the admission of	
			, Applicant, to the	
in supp	port, s	state the following:		
	1.	I am not related to Applicant.		
:	2.	I am a member in good standing of	of [ ] the State Bar of Texa	as or [ ] the Bar of the
United	State	s District Court for the District of _		(Check applicable boxes)
	3. am we	I have known Applicant personalell acquainted with Applicant's cha		(period of time)
	4.	I have reviewed Applicant's appl	ication, and the informat	ion in it is true to the
best of	my k	knowledge and belief.		
	5.	I believe that Applicant is qualifie	ed for admission to the Ba	ar of this Court and is
compe	tent t	o practice before this Court and ha	s good private and profe	essional character and
standir	ng.			
	WHE	REFORE, PREMISES CONSIDERE	ED, I recommend Applic	ant for admission to
practic	e befo	ore this Court.		
			Respectfully submitted,	
			(Signature)	
			Firm: Address:	
			Telephone No. State Bar of Texas No.	

SUBSCRIBED AND SWORN TO BEFORE ME this	day of	, 19	
	Notary Public or other of	her officer	
(This Oath shall be sworn before a Notary Public, or any affixed.)	other person authorized to add	minister oaths, and the seal	
APPROVED by the Court:			
United States District Clerk		Date	