



**UNITED STATES DISTRICT COURT  
MIDDLE DISTRICT OF FLORIDA  
OFFICE OF THE CLERK  
401 W. Central Boulevard  
Orlando, Florida 32801-0210**

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Clerk of Court**

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April 14, 2014

**United States District Court  
Middle District of Florida**

**BAR MEMBERSHIP RENEWAL**

Members of the Bar of the United States District Court for the Middle District of Florida are required to renew their membership between June 1, 2014, and September 29, 2014. The Court entered an Administrative Order on October 25, 2013, modifying the renewal period from a \$20/two year cycle to a \$25/three year cycle.

**All members of the Middle District of Florida Bar are reminded of their responsibility prior to the renewal period to verify that the Court has accurate contact information (email address, mailing address, telephone number).** Instructions on how to update contact information are located on the Court's Web site, [www.flmd.uscourts.gov](http://www.flmd.uscourts.gov).

Instructions on submitting a renewal payment and FAQs will be posted on the Court's website on May 15, 2014. Renewal fees will be accepted from June 1, 2014, through August 29, 2014. Payments received between August 29, 2014, through September 30, 2014, will incur a \$50.00 late fee (total payment of \$75.00). After September 30, 2014, no further renewal payments will be accepted and attorneys who failed to renew will be required to be readmitted to the Middle District of Florida Bar at the current rate of admission.

**Renewal fees must be paid by credit card through the Court's website ([www.flmd.uscourts.gov](http://www.flmd.uscourts.gov)), by logging into the attorney's individual CM/ECF account and submitting payment through Pay.gov. Checks will not be accepted.** Therefore, a CM/ECF login and password, assigned by the U.S. District Court, Middle District of Florida, are required for each attorney to renew membership. To request a CM/ECF login and password contact the attorney admission clerk in the division where you file most frequently.

**Pro Hac Vice counsel are not members of the Middle District of Florida Bar and should not remit a renewal fee.**

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Jacksonville Division  
U.S. Courthouse  
300 North Hogan Street  
Jacksonville, FL 32202

Ocala Division  
U.S. Courthouse  
207 N.W. Second Ave.  
Ocala, FL 34475

Orlando Division  
U.S. Courthouse  
401 W. Central Boulevard  
Orlando, FL 32801

Tampa Division  
U.S. Courthouse  
801 N. Florida Avenue  
Tampa, FL 33602

Fort Myers Division  
U.S. Courthouse  
2110 First Street  
Fort Myers, FL 33901