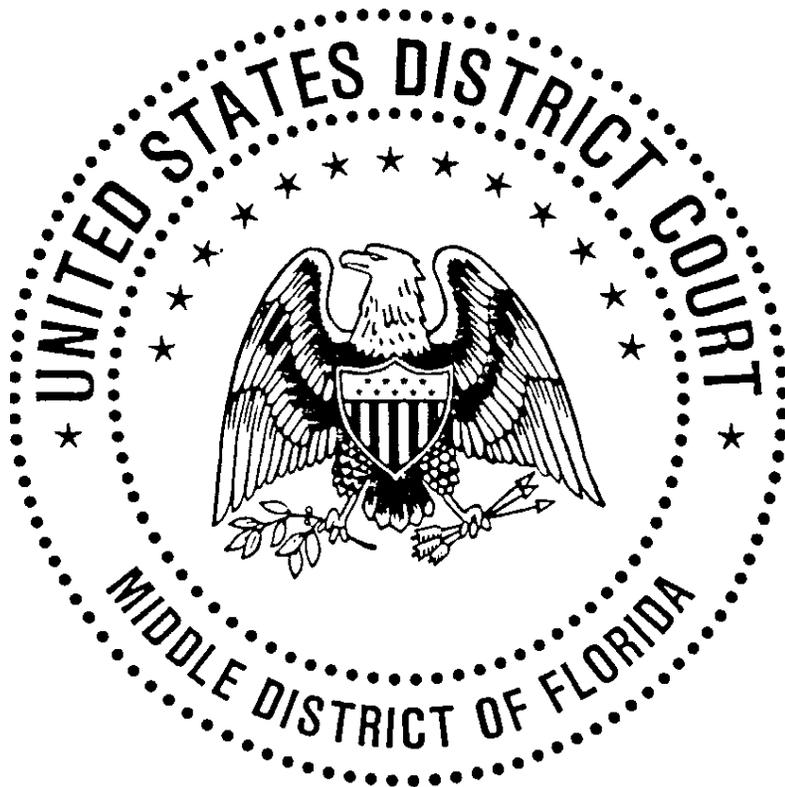


**ATTORNEY ADMISSION
APPLICATION**



**UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA**



ATTORNEY ADMISSION - GENERAL INFORMATION

Applicable Local Rules: The rules governing general admission to practice are set forth in Chapter Two of the Local Rules of the Middle District of Florida. A copy of the Local Rules is provided free of charge to newly admitted attorneys. Additional copies may be downloaded from the Middle District of Florida's internet site, www.flmd.uscourts.gov and are also available at the intake areas of each of the divisional Clerk's Offices.

Requirements for Admission: Local Rule 2.01(b) requires that each applicant:

1. be a member in good standing of The Florida Bar; and
2. submit a completed Attorney Admission Application (attached) along with either an original or certified copy of:
 - a. a certificate (attached) from two members in good standing of the bar of this Court attesting that you are of good moral character and are otherwise competent and eligible for general admission to practice, signed and dated within 90 days of the application for admission to the Middle District of Florida; or
 - b. a certificate of good standing from either the Northern or Southern District of Florida, dated within 90 days of the application for admission to the Middle District of Florida. (This certificate of good standing form can be obtained from the respective district of which you are a member.)

Determining Where to File Your Application: The Court requires that you personally attend an attorney admission ceremony in order to be admitted to practice before this Court. Once you have been admitted to practice, you may appear and be heard in any matter, in any division of this Court.

Filing Application for Admission: Mail or deliver your application form, with accompanying certificate(s), to the Clerk's Office at which you plan to attend the required admission ceremony. Addresses for the individual Clerk's Offices are:

Jacksonville

United States District Court
300 N. Hogan Street, Suite 9-150
Jacksonville, FL 32202

Attn: Attorney Admissions Clerk

Orlando

US Courthouse and Federal Building Annex
United States District Court
401 W Central Blvd - Ste 1200
Orlando, FL 32801-0120

Attn: Attorney Admissions Clerk

Tampa

Sam M. Gibbons US Courthouse
United States District Court
801 North Florida Avenue
Tampa, FL 33602

Attn: Attorney Admissions Clerk

Ocala

Golden-Collum Memorial Federal Building and
US Courthouse
United States District Court
207 N.W. Second St., Suite 337
Ocala, FL 34475-6666

Attn: Attorney Admissions Clerk

Ft. Myers
US Courthouse and Federal Building
United States District Court
2110 First St. - Rm 2-194
Fort Myers, FL 33901

Attn: Attorney Admissions Clerk

Scheduling Admission Ceremonies: Each division holds attorney admission ceremonies several times throughout the year. The attorney admission clerk will notify you in writing of the date and time of your admission ceremony. **Attendance at the ceremonies is not guaranteed until the Clerk's Office sends you an "Initial Notice of Admission Ceremony"**. You may call the attorney admission clerk and reschedule your admission date for the next ceremony, providing you do so at least five (5) days prior to the originally scheduled ceremony date.

You must personally attend the ceremony on the date you are scheduled unless you reschedule your admission ceremony date with the attorney admission clerk. If you fail to appear or timely reschedule your admission ceremony, the Court will strike your application and you will be required to resubmit your application.

Please note that weapons, cellular phones, or recording devices are not permitted in the Courthouse.

Attorney Admission Fee: Attorneys admitted to practice in the United States District Court for the Middle District of Florida under the conditions prescribed in Rule 2.01, Local Rules of the United States District Court for the Middle District of Florida, are required to pay to the Clerk an admission fee of \$191.00. The admission fee of \$191.00 is due at the time you appear for the admission ceremony. The Clerk's Office cannot accept the admission fee until you attend an admission ceremony and are sworn in. **DO NOT** mail your \$191.00 fee at the time you mail your Attorney Admission Application. Please note that effective January 2, 2013, the Clerk's Offices for the Middle District of Florida no longer accept personal checks. Law firms may continue to remit payments using business checks made payable to "Clerk, U.S. District Court." The Clerk's Offices will accept cash, money orders, certified bank checks and cashier's checks.

Attorney Renewal Fee: Attorneys admitted to practice in the United States District Court for the Middle District of Florida under the conditions prescribed in Rule 2.01, Local Rules of the United States District Court for the Middle District of Florida, are required to pay to the Clerk a renewal fee of \$25.00 every three years. The renewal fee of \$25.00 is due by the last business day of August every three years; however, persons admitted on March 1 or later during the renewal year shall not be required to renew their membership until the next three-year cycle. Each renewal year the Clerk will send a notice via E-mail to each attorney admitted to practice in this Court. Notice will also be posted in *The Florida Bar News*, posted at each Intake Office, and on the Court's Web site. Payments must be made through accessing the CM/ECF System. Payment by credit card is the only acceptable form of payment. Failure to submit the renewal fee will result in the removal of your name from the roll of attorneys authorized to practice in this Court. **DO NOT** mail or bring your \$25.00 renewal fee to the Courthouse. All fees must be submitted in accordance with the instructions provided on the Court's Web site at www.flmd.uscourts.gov and click on the Attorney Resources tab at the top.

Case Management / Electronic Case Filing (CM/ECF): To obtain a login and password necessary to participate in the Middle District of Florida's Case Management/Electronic Case Filing (CM/ECF) system, please check our web page at www.flmd.uscourts.gov.

**UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA
ATTORNEY ADMISSION APPLICATION**

Pursuant to Local Rule 2.01(b), I am applying for general admission to practice before the Bar of the United States District Court for the Middle District of Florida. I CERTIFY that the following information is correct:

1. Name: _____

2. I am presently a member in good standing of The Florida Bar.

Date of admission: _____ Florida Bar Number: _____

3. Education History and Date of Graduation:

a. College: _____ Date: _____

b. Legal: _____ Date: _____

4. I am presently admitted and in good standing with the following other federal and/or state courts (please include date(s) of admission).

a. Federal: _____

b. State: _____

5. Firm or Business Affiliation:

Firm/Business Name: _____

Address: _____

City, State, Zip Code: _____

Telephone: _____ Fax: _____

E-Mail Address: _____

6. Residence Address: _____

City, State, Zip Code: _____

Telephone: _____

7. I have read and am familiar with the Federal Rules of Evidence, the Federal Rules of Civil Procedure, the Federal Rules of Criminal Procedure, and the Local Rules of the Middle District of Florida.

Date: _____

Signature

Entered into Computer _____

Date Admitted: _____

**UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA**

**CERTIFICATE IN SUPPORT OF AN APPLICATION
FOR GENERAL ADMISSION TO PRACTICE**

Pursuant to Local Rule 2.01(b), I certify that I am a member in good standing of The Florida Bar, and the Bar of this Court, and that:

1. I am personally acquainted with applicant _____
2. I know that he/she is of good moral character and is otherwise competent and eligible for general admission to practice in this Court.

Date

Sponsor's Signature

Sponsor's Name: _____

Sponsor's Address: _____

Sponsor's Telephone Number: _____

Sponsor's E-mail Address: _____

Sponsor's Florida Bar ID Number: _____

**UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA**

**CERTIFICATE IN SUPPORT OF AN APPLICATION
FOR GENERAL ADMISSION TO PRACTICE**

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1. I am personally acquainted with applicant _____

2. I know that he/she is of good moral character and is otherwise competent and eligible for general admission to practice in this Court.

Date

Sponsor's Signature

Sponsor's Name: _____

Sponsor's Address: _____

Sponsor's Telephone Number: _____

Sponsor's E-Mail Address: _____

Sponsor's Florida Bar ID Number: _____