



UNITED STATES DISTRICT COURT
MIDDLE DISTRICT OF FLORIDA

MEMORANDUM

DATE: May 1, 2006
TO: All CJA Panel Attorneys
FROM: The Honorable Patricia C. Fawsett, Chief Judge *PF*
SUBJECT: Appointment Renewal to the CJA Panel, MDFL

As you are aware, July 1, 2006 is the expiration of your Order of Appointment to the CJA Panel for the Middle District of Florida. A short form application for consideration for reappointment to the panel is attached. Your reappointment to the panel is pending, until you show a continued interest and eligibility through submission of the attached application.

Pursuant to the Criminal Justice Act Plan for the Middle District of Florida, the requirements for appointment include: membership in good standing of The Florida Bar and the Bar of this Court; two years' experience as a practicing attorney; familiarity with the rules of court, procedure, evidence, and the federal sentencing guidelines. Additionally, annual attendance at courses or seminars on federal sentencing guidelines and on federal criminal practice previously approved by the Office of the Federal Public Defender.

If you wish to be reappointed to the panel for a new three year term (July 1, 2006 through June 30, 2008), you must reapply to the Court using the enclosed short form application. Your application *must* be submitted to the Office of the Federal Public Defender, c/o Margaret Bundy, CJA Coordinator, 201 South Orange Avenue, Suite 300, Orlando, Florida 32801 by June 1, 2006, for consideration for reappointment effective July 1, 2006. Once the Office of the Federal Public Defender has certified you have met your minimum educational requirements, your original application will be forwarded to the clerk's office in the division you wish to serve. If the aforementioned criteria have been met, the Court will then issue an order for your reappointment to the panel for another three-year term.

If you have any questions or concerns, please contact Ms. Bundy through her direct line at 407-648-6760, extension 144 or you may email her at margaret_bundy@fd.org.

We appreciate greatly the services you have rendered to the Court as a member of our Criminal Justice Act Panel in representing indigent defendants and look forward to your continued excellent work as a Panel attorney.

**SHORT FORM QUESTIONNAIRE AND APPLICATION FOR MEMBERSHIP
IN THE CRIMINAL JUSTICE ACT PANEL, MDFL
RE-CERTIFICATION TERM 07/01/2006 - 06/30/2009**

The following Short Form Questionnaire and Application is to be completed by attorneys requesting to represent defendants under the provisions of the Criminal Justice Act in the United States District Court for the Middle District of Florida for consideration of re-certification membership for the three-year term of July 1, 2006 through June 30, 2009.

Please print or type the following information:

the Applicant Is Herewith Applying for Reappointment as a CJA Panel Attorney.

1. Name: _____
Florida Bar Number: _____
Social Security No: _____ - _____ - _____
Office Address: _____

E-Mail Address: _____ @ _____
Office Number: _____ - _____ - _____
Fax Number: _____ - _____ - _____
Cell Number: _____ - _____ - _____

Has *any* of the information provided above changed within the last twelve months?
Yes No

2. Since your original appointment to the CJA panel, have you been disbarred, suspended, reprimanded, censured, or otherwise formally disciplined, publicly or privately, as an attorney or as a member of any other profession, or as a holder of any public office?
Yes No

If yes, please explain. (attach, if necessary):

3. Have you *attended* an approved federal criminal practice seminar between the annual reporting period of July 1, 2005 through June 30, 2006? If yes, please specify the seminar and date of attendance.
Yes No

Date: _____ Seminar Attended: _____

Alternatively, have you *reviewed the video presentation* of an approved federal criminal practice seminar between the annual reporting period of July 1, 2005 through June 30, 2006? If yes, please specify the seminar and seminar date.

Yes _____ No _____

Date: _____ Seminar Attended: _____

If no to the above, have you purchased/ordered the video presentation concerning criminal practice in the Middle District of Florida between the annual reporting period of July 1, 2005 through June 30, 2006?

Yes _____ No _____

4. Are any charges or complaints now pending before any court or agency concerning your conduct as an attorney, or as a member of any profession, or as a holder of any public office?

Yes _____ No _____

If yes, please explain. (attach, if necessary):

5. For any reason, have you ever been removed from any CJA Panel list? If yes, please explain.

Yes _____ No _____

If yes, please explain. (attach, if necessary):

6. Do you understand and do you further agree that as a condition of your continued appointment to the CJA panel, you must, *annually renew your membership dues* with the Clerk of Court for the Middle District of Florida as a condition to remain in good standing with this Court?

Yes _____ No _____

7. Do you understand and do you further agree that as a condition of your continued appointment to the CJA panel, you must, *annually* participate in a federal criminal practice seminar approved by the Federal Public Defender for the Middle District of Florida with emphasis on *federal practice* and *federal sentencing guidelines* to remain in good standing with this Court?

Yes _____ No _____

8. Do you understand that it is your responsibility to immediately notify the Federal Public Defender, in writing, if any of the above information changes?

Yes _____ No _____

9. Please check *all* divisions for which you are requesting to be appointed (Note: You must be available to the Court within a two-hour notice and the Court has the right to refuse appointment due to driving distance of the attorney):

Orlando: _____ Tampa: _____ Jacksonville: _____ Ocala: _____ Ft. Myers: _____

10. Do you speak a foreign language? Yes No

If yes, please specify: _____

APPLICANT'S CERTIFICATION TO THE COURT

I HEREBY CERTIFY that the aforesaid information is true and correct and that I have carefully read the provisions of 18 U.S.C. §3006A(d) and (e) and all terms and conditions of the Criminal Justice Act Plan, Section 1.04 (d)(1-5)(e)(f)(g). I request that I be considered for reappointment to panel for representation of defendants under the Criminal Justice Act Plan for the Middle District of Florida, as approved and amended in 2004.

I have forward the original and one copy of this application to: Office of the Federal Public Defender, c/o Margaret Bundy, CJA Coordinator, MDFL, 201 South Orange Avenue, Suite 300, Orlando, Florida 32801, this _____ day of _____ 2006.

Applicant's Signature: _____

Please do not write below this line

The following section is to be completed by the Office of the Federal Public Defender:

CERTIFICATION OF COMPLIANCE OF EDUCATIONAL REQUIREMENT

The above-named applicant being subject to the determination by the Court that he or she is able to furnish high quality representation to criminal defendants in this district; I certify this applicant has met the above minimum educational requirements to be considered for readmission to the CJA Panel for the United States District Court for the Middle District of Florida, pursuant to the Criminal Justice Act Plan, Section 1.04 (d)(1-5)(e)(f)(g).

Date: _____

Margaret S. Bundy, CJA Coordinator, MDFL
Office of the Federal Public Defender
Orlando Division