

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF VIRGINIA
ALEXANDRIA DIVISION

APPLICATION FOR APPOINTMENT
TO THE PANEL OF ATTORNEYS
UNDER THE CRIMINAL JUSTICE ACT OF 1964

(Please print or type)

1. Name: _____

2. Firm Name: _____

3. Office Address: _____
(PO Box, if any, and Street Address)

(City) (State) (Zip Code)

4. Virginia Bar Number: _____

5. Email address: _____

6. Office Telephone No: _____ Fax No. _____
(Area Code)(Telephone No) (Area Code)(Telephone No)

7. Home Telephone No: _____ Mobile No: _____
(Area Code)(Telephone No) (Area Code)(Telephone No)

8. Social Security Number: _____
(Required)

Initial below your choice of how payments should be reported to the IRS:

_____ Under my Social Security number and name, as indicated above.

_____ To the law firm with which I am affiliated. The law firm's Taxpayer Identification Number is: _____

Education and Bar Admissions:

9. Law School: _____ Date of Graduation: _____

10. Undergraduate School: _____ Date of Graduation: _____

Undergraduate major: _____

Graduate degree(s) and School: _____ Date of Graduation: _____

11. Admitted to practice in (please list all state bar admissions starting with jurisdiction of first admission):

_____ Date of Admission: _____

_____ Date of Admission: _____

_____ Date of Admission: _____

_____ Date of Admission: _____

12. Admitted to practice in the United States District Court for the Eastern District of Virginia on: _____

13. Admitted to practice in other federal courts. (Please list all federal courts to which you are currently admitted or previously have been admitted and use extra sheet of paper if necessary):

14. Have you been admitted to practice in the United States Court of Appeals for the Fourth Circuit? _____. If yes, specify date on which you were admitted: _____.

Disciplinary Action and Practice Background:

15. Have you ever been disciplined (or are the subject of any pending disciplinary action) by the Bar of any jurisdiction or by any Court? _____ If so, please explain on a separate sheet of paper bearing your name and address, what the discipline was and the nature of the conduct that led to the disciplinary action.
16. Have you ever been removed from any Panel? _____ If so, please explain on a separate sheet of paper bearing your name and address, the nature of the conduct that led to the removal.
17. Have you ever been convicted of a felony or a crime of moral turpitude? _____ If so, please explain and provide the jurisdiction, date, description of the conduct that led to the charge(s), and resolution of the matter on a separate sheet of paper.
18. Have you ever been employed as a full-time prosecutor, public defender, or law clerk to a judge? If so, please indicate the position, the name of the office or judge, and give dates of employment:

Trial and Appellate Experience:

19. How many felony cases have you tried to verdict within the past five years:

United States District Courts _____

Virginia Circuit Courts _____

Others (name court) _____

20. If you do not believe that the answer to the previous question adequately reflects your trial experience, approximately how many felony cases did you try to verdict prior to the past five years?

United States District Courts _____

Virginia Circuit Courts _____

Others (name court) _____

21. If you believe that your experiences on specific cases that resolved short of trial reflect on your qualifications to serve on the CJA panel, please provide details on a separate sheet of paper.

22. How many post-Booker Guidelines sentencings have you handled in federal felony cases? _____

23. How many appeals in federal felony cases have you handled within the past five years? _____

24. Approximately how many civil jury cases have you tried to verdict? _____

25. How many pleas and sentencings have you handled in federal court? _____

26. How many pleas and sentencings have you handled in state court? _____

27. Please provide on a separate page, the following information as to three felony cases: (a) defendant's last name and case number; (b) jurisdiction; (c) major charge; (d) length of trial; (e) judge; (f) opposing counsel; (g) co-counsel and counsel for co-defendants, if any.

The CJA Committee may seek to review sample sentencing memoranda or other pleadings from the cases you identify or any other case in which you were counsel of record.

28. Please list the names and telephone numbers of two professional references (the references should have familiarity with your professional experience handling criminal cases and should not be law partners or suite mates).

Name

Telephone Number

29. Please list the sitting judges before whom you have appeared in the Eastern District of Virginia, if any:

Continuing Legal Education:

30. Please state briefly how you keep yourself current on federal criminal law, including Sentencing Guidelines issues:

31. Have you completed at least 4 hours of CLE on the subject matters relevant to the defense of federal criminal cases within the last year? List the courses and course sponsors (if you have attended the Frank Dunham Federal Criminal Defense Conference or other CLE Programs sponsored by the Office of the Federal Public Defender, please list all programs attended):

32. If you have lectured or presented on any topics relating to criminal law, please list below:

33. Do you agree to participate annually in at least 4 hours of federal criminal defense CLE programs during the term of your appointment? _____

34. Do you have ready access to legal research in electronic form necessary to the preparation of a federal criminal case? _____. Please state whether your law firm possesses or has access to such materials or, in the alternative, where you will have access to such materials. _____

35. Are you a member of any criminal defense associations? If so, which one(s)?

Specialized Experience:

36. Are you fluent in a foreign language? _____ If so, please specify language(s):

37. Within the last ten years have you held a security clearance? _____

If so, is it valid now? _____

38. Do you have any experience with capital litigation? If so, please specify the amount and nature of the experience, including whether it is with trial, appellate, and/or post-conviction litigation. Please also specify whether your experience was on the state or federal level, or both.

I certify the following:

- I am a member in good standing of the Virginia State Bar,
- I am a member in good standing of the United States District Court for the Eastern District of Virginia,
- I have had an active practice for at least two years,
- I have had experience in at least six felony and twelve misdemeanor cases in state or federal court,
- I am certified to file through CM/ECF and I have reviewed the CM/ECF Procedures Manual,
- I agree to attend a minimum of four hours of continuing legal education relevant to federal criminal defense and to provide an annual certification of completion,
- I have knowledge of the Federal Rules of Criminal Procedure, Federal Rules of Civil Procedure, Federal Rules of Appellate Procedure, and the Local Rules for the United States District Court for the Eastern District of Virginia.

(Date)

(Applicant's Signature)