

UNITED STATES COURT OF APPEALS FOR THE ELEVENTH CIRCUIT
Application to Appear Pro Hac Vice

Court of Appeals Docket No. _____

Name: _____ Phone: _____

Firm/Office: _____ Fax: _____

Street Address: _____ E-mail: _____

City: _____ State: _____ Zip: _____

Name of party/parties to be represented: _____

Pursuant to 11th Cir. R. 46-4, to qualify to appear pro hac vice you must be a non-appointed attorney representing a client on a pro bono basis. You may only apply to appear before this Court pro hac vice twice. **This application must be accompanied by (1) a certificate of good standing issued within the previous six months establishing that you are admitted to practice before a court described in FRAP 46(a)(1); (2) proof of service on the other parties in compliance with FRAP 25(d); and (3) a list of all state and federal bars of which you are a member, including state bar numbers, and your status with each bar (e.g., active, inactive, retired, etc.)** See 11th Cir. R. 46-7. If you submit your application through PACER, you will receive an email informing you that the application has been received and that no action will be taken until the \$50 fee has been paid. If you submit your application by mail, it must be accompanied by a check in the amount of \$50 made payable to “U.S. Court of Appeals Non-Appropriated Fund, 11th Circuit.”

OATH (OR AFFIRMATION)

I, _____, do solemnly swear (or affirm) that I will conduct myself as an attorney and counselor of this Court, uprightly and according to law; and that I will support the Constitution of the United States. I do further swear (or affirm) that all statements and responses in my application to appear pro hac vice, including attachments which are incorporated herein by reference, are true and correct to the best of my knowledge, information and belief. I certify that, except as otherwise noted, I am an active member in good standing of each state bar or the bar of the highest court of each state (including the District of Columbia) listed on the attached sheet, and that my license to practice law in the named state is not currently lapsed for any reason, including but not limited to retirement, placement in inactive status, failure to pay bar membership fees or failure to complete continuing education requirements. I do further certify that I am representing my client in the proceeding on a pro bono basis. I understand that I am required to notify the clerk of this Court within 14 days of any changes in the status of my state bar memberships, while this matter remains pending. See 11th Cir. R. 46-7.

Date: _____ Signature: _____

Last 4 digits of attorney’s Social Security No. (for positive identification purposes): _____

NOTICE

We invite your particular attention to the following items:

- Your application and payment may be submitted through PACER. Please leave the section asking for a sponsoring attorney blank, as no sponsoring attorney is required.
- If you are submitting your application by mail, the application, required attachments, and \$50 check should be sent to: Clerk, U.S. Court of Appeals, Eleventh Circuit, 56 Forsyth Street, N.W., Atlanta, GA 30303.
- You must serve a copy of the application, with attachments, on the other parties to the appeal or review, and provide us with a “proof of service” (sometimes known as a certificate of service). See FRAP 25(b), (d).
- The Certificate of Good Standing that you submit must establish that you are admitted to practice before a court described in FRAP 46(a)(1). If you have a question about a particular Certificate of Good Standing, you are welcome to call the Clerk’s Office for guidance, at 404-335-6100.

Notice to Customers Presenting Checks

When you provide a check as payment, you authorize us either to use information from your check to make a one-time electronic fund transfer from your account or to process the payment as a check transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn from your account as soon as the same day you make your payment.