

**UNITED STATES DISTRICT COURT  
WESTERN DISTRICT OF VIRGINIA**

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

(Please print or type)

1. Name: \_\_\_\_\_

2. Firm Name: \_\_\_\_\_

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

\_\_\_\_\_  
(City) (State) (Zip Code)

4. In which division of the Western District of Virginia (Abingdon, Big Stone Gap, Roanoke, Lynchburg, Danville, Harrisonburg, Charlottesville) do you seek primary appointment?  
**(Primary appointments are limited to one division.)**  
\_\_\_\_\_

5. Are you willing to accept appointments in other divisions? \_\_\_\_\_  
If so, which division(s): \_\_\_\_\_

6. Virginia State Bar Number: \_\_\_\_\_

7. Office Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_  
(Area Code) (Telephone Number) (Area Code) (Telephone Number)

8. Office E-mail Address: \_\_\_\_\_

9. 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 have a preexisting agreement.

The law firm's Employer Identification Number is: \_\_\_\_\_

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- 10. Year of Admission to the Bar of the United States District Court for the Western District of Virginia: \_\_\_\_\_
- 11. Year of Admission to the Virginia State Bar: \_\_\_\_\_
- 12. How many Federal criminal cases have you handled during the last three years?  
Felony \_\_\_\_\_ Misdemeanor \_\_\_\_\_

Of these Federal criminal cases, indicate the number as follows:

- (a) Pleas of guilty \_\_\_\_\_
  - (b) Trials to verdict \_\_\_\_\_
    - (i) Jury \_\_\_\_\_
    - (ii) Non-jury \_\_\_\_\_
  - (c) Other disposition (indictment dismissed, etc.) \_\_\_\_\_
  - (d) Still pending \_\_\_\_\_
13. How many State criminal cases have you handled during the last three years?  
Felony \_\_\_\_\_ Misdemeanor \_\_\_\_\_

Of these State criminal cases, indicate the number as follows:

- (a) Pleas of guilty \_\_\_\_\_
  - (b) Trials to verdict \_\_\_\_\_
    - (i) Jury \_\_\_\_\_
    - (ii) Non-jury \_\_\_\_\_
  - (c) Other disposition (indictment dismissed, etc.) \_\_\_\_\_
  - (d) Still pending \_\_\_\_\_
14. Describe any other relevant experience you have in criminal cases. \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

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15. Are you qualified to be appointed to a death penalty case? \_\_\_\_\_

(See Judicial Council Order 113, Death Penalty Representation in the Fourth Circuit (October 3, 1996) for statutory requirements by visiting [www.ca4.uscourts.gov](http://www.ca4.uscourts.gov).)

16. Have you ever been subjected to professional discipline? \_\_\_\_\_  
If so, please describe:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

17. Are you fluent in a foreign language(s)? \_\_\_\_\_  
If so, please specify language(s):

\_\_\_\_\_

I certify the following:

- My answers are true and correct to the best of my knowledge and belief;
- I am a member in good standing of the Virginia State Bar;
- I am a member in good standing of the Bar of the United States District Court for the Western District of Virginia;
- I agree to attend available training seminars sponsored by the Court; and
- I am registered with the Court's CM/ECF system.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Applicant's Signature)