

UNITED STATES DISTRICT COURT  
FOR THE  
EASTERN DISTRICT OF ARKANSAS

2018 PANEL ATTORNEY APPLICATION

This Application is to be completed by members in good standing of the Bar who wish to be considered for membership on the CJA Panel for the Eastern District of Arkansas. All applications will be reviewed by the Panel Selection Committee, which will then make a recommendation to the Court regarding membership on the Panel. This process is intended to assure the highest possible level of representation for indigent defendants in federal court under the Criminal Justice Act.

Lawyers wishing to be considered for appointment in federal death penalty cases must complete the “Supplemental Questionnaire - Capital Cases” form located on the web site.

Membership on the CJA Panel(s) for the Eastern District of Arkansas is for a term of three years, after which time there will be another application process.

**DUE DATE: March 16, 2018**

Please complete the application and **return it with five copies** to the following address:

James W. McCormack, Clerk of Court  
U. S. District Court for the Eastern District of Arkansas  
600 West Capitol Avenue, Room A149  
Little Rock, AR 72201

**No late applications will be accepted.** The deadline will be strictly enforced.

**C. J. A. PANEL ATTORNEY APPLICATION**

1. PERSONAL INFORMATION:

Name: \_\_\_\_\_ Age: \_\_\_\_\_

Office Address: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Arkansas Bar No.: \_\_\_\_\_

2. EDUCATION AND BAR ADMISSIONS:

Graduated from \_\_\_\_\_ School of Law.

Year: \_\_\_\_\_ Location: \_\_\_\_\_

List all courts/jurisdictions in which you are licensed to practice law:

Jurisdiction or Court

Date Admitted

\*Are you a registered CM/ECF user with the federal district court? \_\_\_\_\_

Are you Board Certified in any area of law? \_\_\_\_\_

\*Electronic filing by CJA Panel attorneys is mandatory.

If so, in what state(s) and in what area(s) are you Board certified?

3. DISCIPLINARY ACTIONS:

Have you ever been disciplined (*e.g.*, censured, reprimanded, suspended, or disbarred) or are you the subject of any pending disciplinary action by the Bar of any jurisdiction or by any Court?

If so, please explain in detail 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. Include the official name and number of the proceeding(s).

NOTE: It is your responsibility to notify the Clerk of Court, in writing, if the information in response to this question changes.

Have you been charged or convicted for violation of any federal, state, municipal or county law? If so, give details, but do not include traffic violations with a fine of less than \$200.00.

4. CRIMINAL PRACTICE EXPERIENCE: (Include only cases as sole counsel):

How many federal felony cases have you handled? \_\_\_\_\_

What was the date of your most recent federal felony case? \_\_\_\_\_

How many federal criminal jury trials have you had? \_\_\_\_\_

What was the date of your most recent federal criminal jury trial? \_\_\_\_\_

How many state felony cases have you handled? \_\_\_\_\_

What was the date of your most recent state felony case? \_\_\_\_\_

How many state criminal jury trials have you had? \_\_\_\_\_

What was the date of your most recent state criminal jury trial? \_\_\_\_\_

5. CIVIL PRACTICE EXPERIENCE:

How many civil cases have you tried to verdict in federal court? \_\_\_\_\_

How many civil cases have you tried to verdict in state court? \_\_\_\_\_

6. C.J.A. EXPERIENCE:

Have you previously been a member of the C.J.A. Panel for this Court? \_\_\_\_\_

If so, please give dates:

\_\_\_\_\_

Have you been a member of the C.J.A. Panel for any other Court? \_\_\_\_\_

If so, identify the Court, and provide dates:

\_\_\_\_\_

7. CONTINUING LEGAL EDUCATION:

List your C.L.E. experience as a *speaker* in any criminal or trial advocacy programs within the last three years. Include the subject of your presentation and the date.

Please list any criminal or trial advocacy C.L.E. programs you have *attended* within the past three years.

8. U.S.S.G. KNOWLEDGE:

Do you know and understand the federal sentencing laws well enough to properly defend individuals charged with serious felonies in federal court?

Do you know and understand the federal sentencing laws well enough to properly defend individuals who may qualify for enhancements (*e.g.*, three strikes, armed career criminal, career offender, “drug doublers,” use of a weapon, etc.)?

9. LAW PRACTICE:

Describe briefly the nature and length of your present practice:

Describe the nature and length of your prior practice:

List any federal judge before whom you have tried a criminal case as lead counsel.

List any federal judge before whom you have tried a civil case as lead counsel:

10. Are you bilingual? \_\_\_\_\_ If so, in what languages?

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11. LEGAL REFERENCES:

Give the name, address, and phone number of three lawyers who are familiar with your qualifications and legal skills:

Name and Phone No:

Address:

A.

B.

C.

I HEREBY CERTIFY that the above information is true and correct and that I have carefully read the provisions of 18 U.S.C. § 3006A(d) and (e), as well as the Criminal Justice Act Plan for the Eastern District of Arkansas.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

SUBMIT THIS APPLICATION (plus 5 copies) TO

James W. McCormack, Clerk of Court  
U. S. District Court for the Eastern District of Arkansas  
600 West Capitol Avenue, Room A149  
Little Rock, Arkansas 72201

**NOTE:** If you wish to be considered for appointment in capital cases, complete the “Supplemental Questionnaire - Capital Cases” and submit it with your CJA Membership Application.

**DUE DATE: March 16, 2018**

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