

**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF TENNESSEE
APPLICATION FORM - UNITED STATES MAGISTRATE JUDGE**

Please answer all questions. If a question is not applicable, indicate this by marking "N/A." This form is fillable using Adobe Acrobat. If more space is needed for an answer, please attach additional page(s), including your name at the top of each additional page and the item number. An "s/signature" is acceptable. Email the completed form to **Human_Resources@tned.uscourts.gov** in PDF format. For IT security purposes, other file types will not be accepted. [Flatten](#) the document before submission. Completed applications **must be received by 5:00 p.m. EST on April 5, 2024.**

GENERAL

1. Full name: _____
2. All other names by which you have been known: _____
3. Office address: _____
City: _____ State: _____ Zip: _____
Telephone: _____
4. Residential address: _____
City: _____ State: _____ Zip: _____
Telephone: _____
5. Email address: _____
6. Place of birth: _____ Date of birth: _____
7. Length of residence in state: _____
8. If you are a naturalized citizen, state the date and place of naturalization: _____
9. Military service:
Branch: _____ Dates: _____
Rank or Rate at Discharge: _____ Type of Discharge: _____
If still a Reserve or National Guard member, give service, branch, unit, and present rank: _____

10. Are you related by blood or marriage to any judges of this court? ☐ Yes ☐ No.
If yes, give name(s) and relationship: _____

HEALTH

11. Do you have any health related conditions that may affect your ability to act as a fair and impartial magistrate judge?
12. Do you have any mental or physical impairment that would affect your ability to perform the duties of a magistrate judge with or without reasonable accommodation?

EDUCATION

13. List any colleges and universities attended, dates, and degrees:
14. List any training or other continuing legal education courses that you have attended that would be relevant to the position of magistrate judge:

HONORS

15. List any honors, prizes, or awards, including membership on law journals, you received or participated in during law school.
16. List any honors, prizes, or awards you have received post-law school.
17. If you have written any books, articles, reports, letters to the editor, editorial pieces, or other published materials related to the law (including material published only on the Internet), list them, giving citations and dates.

PROFESSIONAL ADMISSIONS

18. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted to practice, excluding *pro hac vice* admissions, giving the dates of admission in each case:

Court or Administrative Body

Date of Admission

LAW PRACTICE

19. Beginning with most current employment, state the names, addresses, and dates of employment for all law firms with which you have been associated in practice, all government agencies, and all private business organizations in which you have been employed. Also provide all dates during which you have practiced as a sole practitioner.

Organization

Address

Position

Dates

20. Describe the general nature of each practice listed in Question 19, including any legal specialties and character of your typical clients.
21. Summarize your particular litigation experience during the course of your practice of law, including but not limited to, a description of the courts (federal, state, etc.) in which you have practiced, and the nature of your practice involving litigation (e.g., civil, criminal, administrative, other).
22. List significant cases (up to five) with which you have been involved during the course of your practice of law, indicating whether you were sole, associate, or chief counsel, and indicate whether the case was tried to conclusion or how it was otherwise resolved.
23. Give citations of any reported cases with which you have been involved.
24. State the names and addresses of up to three (3) adversary counsel against whom you have litigated your primary cases during the course of your practice of law.

PUBLIC OFFICE

25. Have you ever run for, or held, public office? ☐ Yes No If yes, give details.

PRIOR JUDICIAL EXPERIENCE

26. a) Have you ever held judicial office or been a candidate for judicial office? If so, state the courts involved and the dates of service, or dates of candidacy.

b) If you have held judicial office, state the names and addresses of counsel who have appeared before you who would be knowledgeable about your work, temperament, and abilities.

c) Prior quasi-judicial service:

Name of agency: _____

Position held: _____

Hearings on what types of issues: _____

Number of cases adjudicated: _____

Dates of service: _____

BUSINESS INVOLVEMENT

27. a) If you are now an officer, director, or otherwise engaged in the management of any business enterprise, state the name of such enterprise, the nature of the business, the nature of your duties, and whether you intend to resign such position immediately upon your appointment to judicial office.

b) Since being admitted to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law?

☐ Yes ☐ No If yes, give the details, including dates.

c) Have you ever received any fees or compensation of any kind, other than for legal services rendered, from any business enterprise, institution, organization, or association of any kind?

☐ Yes ☐ No If yes, identify the source of such compensation, the nature of the business enterprise, institution, organization or association involved, and the dates such compensation was paid.

28. a) Have you ever been arrested, charged, or convicted for violation of any federal law, state law, county or municipal law, regulation, or ordinance?

☐ Yes ☐ No If yes, give details. (Do not include traffic violations for which a fine of \$200 or less was imposed unless it also included a jail sentence.)

b) Have you, to your knowledge, ever been under federal, state or local investigation for possible violation of a criminal statute?

☐ Yes ☐ No If yes, give particulars.

29. a) Have you ever been sued by a client?

☐ Yes ☐ No If yes, give particulars.

b) Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice?

☐ Yes ☐ No If yes, give particulars, including the amounts involved.

30. Have you ever been charged in any civil or criminal proceedings with conduct alleged to involve moral turpitude, dishonesty, or unethical conduct?

☐ Yes ☐ No If yes, give particulars.

31. Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association, or other professional group?

☐ Yes ☐ No If yes, give particulars.

32. Have any liens or claims ever been instituted against you by the federal, state, or local authorities?

☐ Yes ☐ No If yes, explain.

33. Have you timely filed appropriate tax returns as required by federal, state, local, and other government authorities?

☐ Yes ☐ No If no, explain.

PROFESSIONAL AND OTHER ACTIVITIES

34. List all bar associations and legal professional societies of which you are a member and give the titles and dates of any office you have held in such groups, and committees to which you belonged.

35. List other professional organizations and clubs, other than bar associations and legal professional societies identified in response to Question 34 of which you have been a member, including the titles and dates of any offices you have held in each such organization.

36. Have you ever served on a merit selection panel to consider the appointment or reappointment of a United States magistrate judge in this district or any other district court? If yes, please provide date(s) or appointment(s).

SUPPLEMENTAL INFORMATION

37. State any achievements or actions you have accomplished, demonstrating your commitment to equal justice under the law.

38. State any additional education or other experiences you believe would assist you in holding judicial office.

39. State any other pertinent information reflecting positively or adversely on you, which you believe should be disclosed to the district court and the selection panel in connection with your possible selection as United States magistrate judge.

40. List three individuals as references who are familiar with your legal abilities.

	Name	Address	Telephone	Email
1.				
2.				
3.				

41. List three individuals as references who are familiar with your personal character.

	Name	Address	Telephone	Email
1.				
2.				
3.				

CONFIDENTIALITY STATEMENT

This form will be kept confidential and will be examined only by members of the merit selection panel and the judges of the district court. The individuals whom you have listed as references above may be contacted by the panel, but no other employers, colleagues, or other individuals will be contacted without your prior approval.

I declare under penalty of perjury that the foregoing is true and correct.

Signature of Applicant

Date