



UNITED STATES DISTRICT COURT
District of Minnesota

Richard D. Sletten, Clerk
Wendy S. Osterberg, Chief Deputy Clerk

700 Federal Building
316 North Robert Street
St. Paul, MN 55101
(651) 848-1100

202 U.S. Courthouse
300 South Fourth Street
Minneapolis, MN 55415
(612) 664-5000

417 Federal Building
515 West First Street
Duluth, MN 55802
(218) 529-3500

212 U.S. Courthouse
118 South Mill Street
Fergus Falls, MN 56537
(218) 739-5758

February 15, 2008

**NOTICE TO ALL MEMBERS OF THE BAR OF
THE DISTRICT OF MINNESOTA**

***** REQUIRED ATTORNEY RE-REGISTRATION *****

The U.S. District Court for the District of Minnesota requires members of its Bar to re-register every three years in order to maintain an accurate roll of admitted attorneys. The last re-registration was held in 2005. The Clerk of Court is directed to give public notice to all admitted members of the Bar of this Court informing them that they must update their attorney records and pay the required \$40.00 fee according to the following schedule:

Last Name Beginning with the Letters:

A-G: February 15 - April 1, 2008

H-M: February 15 - April 1, 2009

N-Z: February 15 - April 1, 2010

Therefore, attorneys with last names beginning with the letters **A-G ONLY** must update their record with the Court on or before **April 1, 2008**. To update your record, please log into ECF at <https://ecf.mnd.uscourts.gov>, click on UTILITIES, then click MAINTAIN YOUR ACCOUNT. After updating your information or confirming that it is accurate, please complete the attached re-registration affidavit and mail or deliver it to the Clerk of Court along with a \$40.00 check for the re-registration fee.

Separate notice will follow in 2009 and 2010 for those in subsequent alphabet groups. The Clerk of Court will not accept re-registration forms and fees from attorneys outside the A-G group at this time, so it will not be possible for law firms to submit one payment for all attorneys in the firm. Firms, however, may send one check for all attorneys in the current re-registration group. Please adhere to the schedule above. Counsel who fail to re-register will be considered "inactive;" their ECF account will be suspended, and they will be unable to obtain a certificate of good standing.

Counsel who do not re-register, and who later seek to practice before this Court, will be required to either: (1) file proof of previous admission to this Court and their good standing with the Minnesota Supreme Court, along with the \$40.00 fee, or (2) reapply for general admission in accordance with Rule 83.5 of the Local Rules of the District of Minnesota.

If you wish to receive a receipt of your re-registration payment, you must include a self-addressed stamped envelope when submitting your affidavit and fee.

Richard D. Sletten, Clerk