



UNITED STATES DISTRICT COURT District of Minnesota

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

Warren E. Burger Federal Building
and U.S. Courthouse
316 North Robert Street
Suite 100
St. Paul, MN 55101
(651) 848-1100

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

Gerald W. Heaney Federal Building and
U.S. Courthouse and Customhouse
515 West First Street
Suite 417
Duluth, MN 55802
(218) 529-3500

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

UNITED STATES MAGISTRATE JUDGE APPLICATION

Instructions:

All questions must be answered. Attach additional sheets if necessary and list question numbers. Please DO NOT USE THE BACK SIDE OF PAGES. A resume or cover letter may be attached if desired, but references to a resume or attached correspondence are not considered a satisfactory response to a question on this application.

The U.S. District Court is an Equal Opportunity Employer.

GENERAL:

1. Full Name:

2. All other names by which
you may have been known :

3. Office Address:

Street/Suite No. :

City/State/ZIP :

Office Telephone :

4. Residential Address:

Street/Apt. No. :

City/State/ZIP :

Home Telephone :

5. Place and Date of Birth: _____

6. Length of Residence in Minnesota: _____

7. If you are a naturalized citizen, please provide the date and place of naturalization:

8. Military Service:
Branch & Dates of Service: _____

Type of Discharge: _____

If still a reserve or National Guard member, please provide service, branch, unit and present rank:

9. Are you related by blood or marriage to any judge or magistrate judge of this court?
If so, provide the name(s) and relationship:

HEALTH:

10. What is the present state of your health?

11. Do you have any mental or physical condition that would affect your ability to perform the duties of a magistrate judge with or without reasonable accommodation?

EDUCATION:

12. *Colleges and universities attended, dates, and degrees:*

13. *Continuing legal education courses completed within the last 3 years:*

HONORS:

14. *Were you a member of law review?* **Yes** **No**

If yes, please describe your role:

15. *If you have published any legal books or articles, please list them, providing citations and dates:*

16. *List any honors, prizes, or awards you have received:*

PROFESSIONAL ADMISSIONS:

- 17. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted to practice, providing the dates of admission:

<u>Court or Administrative Body</u>	<u>Date</u>	<u>License No.</u>
-------------------------------------	-------------	--------------------



LAW PRACTICE:

- 18. State the names, dates, and addresses of all law firms with which you have been associated in practice; and of all governmental agencies or private business organizations in which you have been employed, periods you have practiced as a sole practitioner, and other prior practice:

<u>Position</u>	<u>Firm Address</u>	<u>Dates</u>
-----------------	---------------------	--------------



- 19. Describe the general nature of your current practice including any legal specialties which you possess and your typical clients. Additionally, if your practice is substantially different now than previously, please give details of prior practice:



20. Do you regularly appear in court? **Yes** **No**

21. What percentage of your appearances in the last five years occurred in:

<u>Federal Courts</u>	<u>State or Local Courts of Record</u>	<u>Administrative Bodies</u>	<u>Other</u>
_____ %	_____ %	_____ %	_____ %

22. During the last five years, what percentage of your practice has been trial practice? _____ %

23. How frequently have you appeared in court? _____ times per month

24. How frequently have you appeared at administrative hearings? _____ times per month

25. What percentage of your practice involving litigation has been:

<u>Civil</u>	<u>Criminal</u>	<u>Other</u>
_____ %	_____ %	_____ %

26. List the cases you have tried to conclusion in courts of record during each of the last five years, including whether you were sole, associate, or chief counsel. Give citations of any reported cases.

27. Summarize your courtroom experience prior to the last five years:

28. *List the names and addresses of adversary counsel against whom you have litigated your primary cases over the last five years:*
-

PUBLIC OFFICE:

29. *Have you ever run for, or held, public office? If so, give details.*
-

PRIOR JUDICIAL EXPERIENCE:

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

31. *Have you had prior quasi-judicial service? If so, please provide the name of agency, position held, hearing what issues, number of cases adjudicated, and dates of service:*
-

BUSINESS INVOLVEMENT:

32. *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.*

33. *Since being admitted to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law? If so, please give details, including dates.*

34. *State whether during the past five years you have 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. If so, identify the amount and source of such compensation, the nature of the business enterprise, institution, organization, or association involved; and the dates such compensation was paid.*

35. *Have you ever been arrested, charged, or convicted for violation of any federal law, state law, county or municipal law, regulation or ordinance? If so, please give details. Do not include traffic violations for which a fine of \$200 or less was imposed, unless it also included a jail sentence.*

36. *Have you ever been sued by a client? If so, please give particulars.*

37. *Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice? If so, please give particulars, including amounts involved.*

38. *Have you ever been charged in any civil or criminal proceedings with conduct alleged to involve moral turpitude, dishonesty, and/or unethical conduct? If so, please give particulars, including the amounts involved.*

39. *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? If so, please give the particulars.*

40. *Have you ever failed to file appropriate and timely tax returns as required by federal, state, local, and other government authorities? If yes, please explain.*
-

41. *Do you have any liens or claims outstanding against you by the Internal Revenue Service? If yes, please explain.*
-

PROFESSIONAL AND OTHER ACTIVITIES:

42. *List all bar associations and legal professional societies of which you are a member, and give the title and dates of any office you have held in such groups and committees to which you belong(ed).*
-

43. *List all organizations and clubs, other than bar associations and professional societies identified above, in which you have been a member during the past ten years, including the titles and dates of any offices you have held in each such organization.*
-

SUPPLEMENTAL INFORMATION:

44. *State any achievements, actions, or accomplishments that demonstrate your commitment to equal justice under law.*

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

46. *State any other pertinent information reflecting positively or adversely on you which should be disclosed to the United States District Court and the selection panel in connection with your possible appointment as United States Magistrate Judge. If none, so state. Do not leave blank.*

47. *List five individuals as references who are familiar with your abilities and personal character:*

Name

Address

Phone

CONFIDENTIALITY STATEMENT

This form will be kept confidential and will be examined only by members and staff of the Merit Selection Panel and the Judges of the U. S. District Court. The individuals whom you have listed as references, and others who may have knowledge of your work, may be contacted by the Panel. If selected for the position, the information you provided will be furnished to the FBI and the U.S. Internal Revenue Service as part of required pre-appointment investigation procedures.

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

Date

Signature of Candidate

Rev. 7/10