



UNITED STATES DISTRICT COURT District of Minnesota

Richard D. Sletten, Clerk
Tricia M. Pepin, 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

Edward J. Devitt U.S. Courthouse
and Federal Building
118 South Mill Street
Suite 212
Fergus Falls, MN 56537
(218) 739-5758

INSTRUCTIONS FOR SUBMITTING LETTERS IN SUPPORT OF APPLICANTS FOR U.S. MAGISTRATE JUDGE

To submit a letter in support of an applicant for U.S. Magistrate Judge, please do the following:

Choose one (1) of the following delivery methods for your letter:

- a. Send the letter via email to the following email address. Please indicate in the subject line the applicant your letter supports.

meritselectionpanel@mnd.uscourts.gov

- b. Deliver the letter via U.S. Mail or courier to the following address:

U.S. District Court, District of Minnesota
ATTN: Tricia Pepin, Chief Deputy Clerk
U.S. Courthouse
300 S. 4th St., Ste. 202
Minneapolis, MN 55415

If possible, please deliver your letter by August 15, 2016.

All letters that are received for an applicant will be provided with the applicant's application materials for the Panel's consideration.

Questions concerning letters submitted in support of an applicant may be directed to Mary Betinsky at 612-664-5026.