



United States District Court  
District of Minnesota  
Patrick J. Schiltz, Chief Judge  
Kate Fogarty, Clerk of Court  
612-664-5000

Warren E. Burger Federal  
Building and U.S.  
Courthouse  
316 North Robert Street  
Suite 100  
St. Paul, MN 55101

Edward J. Devitt U.S.  
Courthouse and Federal  
Building  
118 South Mill Street  
Suite 212  
Fergus Falls, MN 56537

Gerald W. Heaney  
Federal Building and U.S.  
Courthouse and  
Customhouse  
515 West First Street  
Suite 417  
Duluth, MN 55802

Diana E. Murphy United  
States Courthouse  
300 South Fourth Street  
Suite 202  
Minneapolis, MN 55415

## 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 choose **one** of the following delivery methods for your letter:

1. Send the letter via email to the following email address. Please provide in the subject line, "Letter in Support for NAME."

[meritselectionpanel@mnd.uscourts.gov](mailto:meritselectionpanel@mnd.uscourts.gov)

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

U.S. District Court, District of Minnesota  
ATTN: Deborah Morse, Human Resources Manager  
U.S. Courthouse  
300 S. 4th St., Ste. 202  
Minneapolis, MN 55415

If possible, please deliver your letter by October 21, 2024.

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