

# CRIMINAL JUSTICE ACT PANEL ATTORNEY APPLICATION

To be completed by attorneys in the Northern District of Florida seeking opportunities to represent indigent federal defendants under the Criminal Justice Act.

1. Name:

Office address:

Office phone:

Fax No:

Email:

2. Graduated from:

Year:

Date admitted to The Florida Bar:

Florida Bar No.:

Date admitted to practice before the United States District Court for the Northern District of Florida:

3. State briefly the nature of your present practice:

4. Indicate by number your criminal practice experience in the following areas:

Trials in federal courts:

Jury

Non-Jury

Trials in state courts:

Jury

Non-Jury

Motions & pleas in federal courts:

Motions & pleas in state courts:

5. Indicate by number your civil practice experience in the following areas:

Trials in federal courts:                      Jury                      Non-Jury

Trials in state courts:                      Jury                      Non-Jury

6. List & provide the dates (by year, e.g., 1980-83) for positions held within the criminal justice system.

a. Served as Assistant Public Defender (specify whether state or federal):

b. Served as Assistant United States Attorney, Assistant Attorney General, or Assistant Prosecuting Attorney (specify position):

7. We would like to contact a few judges before whom you have practiced and who are familiar with your work. Please provide the names of at least three judges who can provide comments.

8. If you are appointed to the Panel, would you allow another attorney to “second-chair” the case to permit him/her to gain federal criminal practice experience?                      Yes                      No

9. State any foreign languages in which you are fluent:

10. Please list any specialized legal training or experience you have below (e.g., appellate, immigration, accounting, tax, etc.).

11. Have you ever been disciplined or sanctioned by, or are you the subject of any pending action before, the Bar of any jurisdiction?                      Yes                      No

12. Have you ever been held in contempt?                      Yes                      No

13. Has any court ever determined that you rendered ineffective assistance of counsel?  
   Yes                      No

*If you answered "yes" in response to questions 11, 12, or 13, please explain the circumstances in an attachment to this application.*

14. Would you be willing to handle appeals of cases tried by others?                      Yes                      No

15. Are you available, on occasion, for on-the-spot arraignments with thirty minutes notice?  
   Yes                      No

16. Do you have access to electronic research?                      Yes                      No  
If yes, which one?

17. Do you have clerical or secretarial support?                      Yes                      No

18. Section 3006A of Title 18 of the United States Code addresses the appointment of counsel for those unable to afford counsel in federal criminal cases. Pursuant to that statute, the judges of the Northern District of Florida have adopted a local Criminal Justice Act Plan. The plan is posted on the Federal Public Defender website, [www.fln.fd.org](http://www.fln.fd.org), and on the Court's website at, [www.flnd.uscourts.gov](http://www.flnd.uscourts.gov). In signing this application, I acknowledge that I have read both 18 U.S.C. §3006A and the Criminal Justice Act Plan for the Northern District of Florida.

19. I recognize that acceptance of a criminal assignment means that my representation continues through the appeal and Petition for Certiorari if the client so desires and there is a meritorious issue.

20. If I am appointed to the Criminal Justice Act Panel, I agree to:

- a. Familiarize myself with the Federal Rules of Criminal Procedure, the Federal Rules of Evidence, the Federal Appellate Rules, the Local Rules of the Northern District of Florida, the United States Sentencing Guidelines, the Criminal Justice Act Guidelines, and relevant substantive caselaw;
- b. Maintain a high level of proficiency in the practice of federal criminal defense; and,
- c. To fulfill the annual training requirements of at least 8 hours of continuing education in the field of federal criminal defense by attending either the local training presented by the Federal Public Defender's office or the training provided by any number of other organizations.

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Date

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Signature

Please submit completed CJA Panel Attorney Applications to either:

United States District Court  
Office of the Clerk  
Attn: Erica Smith  
One North Palafox Street Pensacola,  
Florida 32502

Telephone: (850) 470-8127  
Email: Erica\_L\_Smith@flnd.uscourts.gov

Office of the Federal Public Defender  
Attn: Alison Burks  
227 North Bronough Street  
Suite 4200  
Tallahassee, FL 32301

Telephone: (850) 942-8818 Email:  
Alison\_Burks@fd.org