

**UNITED STATES DISTRICT COURT
DISTRICT OF NORTH DAKOTA**

OUT-OF-STATE COUNSEL

INSTRUCTIONS FOR ADMISSION TO THE BAR
PURSUANT TO LOCAL RULE 79.1 ([CLICK FOR RULE](#))

1. **ADMISSION PRO HAC VICE.** To practice for a single case, you must move the Court for leave to appear *pro hac vice*. Please file your motion with a proposed order and include the appearance fee of \$30, payable to the “**Clerk, U.S. District Court**”. No Certificate of Admission will be issued. File your motion to appear *pro hac vice* in the divisional office where your case is venued:

Filings for cases venued in the **Western Divisions** of the state should be forwarded to:

Office of the Clerk
United States District Court
P.O. Box 1193
Bismarck, N.D. 58502-1193

Filings for cases venued in the **Eastern Divisions** of the state should be forwarded to:

Office of the Clerk
United States District Court
655 1st Ave. N., Suite 130
Fargo, N.D. 58102-4932

2. **GENERAL ADMISSION.** If you wish to practice regularly before this Court, you must be admitted to the bar. Please complete the attached Petition for Admission to the Bar of the United States District Court. Note that the Petition requires a statement from a sponsor, who must be a member of the bar of the U. S. District Court for the District of North Dakota and attest for your qualifications, integrity and good character. Also complete and sign **2 Attorney Index Cards** and **Oath of Admission** with verification before a Notary Public. Send all completed documents to the Office of the Clerk of Court, at the divisional office where your case is venued. See, [Local Rule 83.1](#). Enclose the one-time **admission fee** of \$180, payable to the “**Clerk, U.S. District Court**”. A Certificate of Admission will be issued.

3. **QUESTIONS.** If you have any questions, please contact the Office of the Clerk of Court:

Western Divisions: Admissions Deputy (701) 530-2300
Eastern Divisions: Admissions Deputy (701) 297-7000

Additional information can be obtained at the Court's website: www.ndd.uscourts.gov

**UNITED STATES DISTRICT COURT
DISTRICT OF NORTH DAKOTA**

PETITION FOR ADMISSION TO THE BAR
Out-of-State Counsel

I hereby apply for admission to the Bar of the United States District Court for the District of North Dakota and submit the following information for consideration by the Court:

Name: _____ Social Security No.: _____

Firm Name & Address:

Telephone No. (office):

Legal Training:

Courts to which I have been admitted to Practice:

Trial Experience:

Name of the member of the Bar of the U.S. District Court, North Dakota, who will move my admission:

Dated _____
(mm/dd/yyyy) _____
Attorney's Signature

ADMISSION FEE: \$180.00 The fee should be tendered with your Petition, payable to the "Clerk, U.S. District Court".

STATEMENT OF MOVANT

I, _____, a member of the bar of the United States District Court, District of North Dakota do hereby move for the admission of petitioner to this bar. I personally vouch for petitioner's qualifications, integrity and good character.

Movant's Signature

PETITION APPROVED

DATE ADMITTED: _____ JUDICIAL OFFICER _____

PLEASE REMEMBER TO SIGN BOTH CARDS, BELOW

Name: (Last, First, MI) Social Security No.:

OATH ON ADMISSION

I, _____, DO SOLEMNLY SWEAR (OR AFFIRM) THAT AS AN ATTORNEY AND AS A COUNSELOR OF THIS COURT I WILL CONDUCT MYSELF UPRIGHTLY AND ACCORDING TO LAW, AND THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES.

Date: Signature:

Firm Name & Address: Telephone No.:

BELOW FOR OFFICE USE ONLY

Sworn and Subscribed before me: Date:

Admitted on Motion of : (Movant)

Name: (Last, First, MI) Social Security No.:

OATH ON ADMISSION

I, _____, DO SOLEMNLY SWEAR (OR AFFIRM) THAT AS AN ATTORNEY AND AS A COUNSELOR OF THIS COURT I WILL CONDUCT MYSELF UPRIGHTLY AND ACCORDING TO LAW, AND THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES.

Date: Signature:

Firm Name & Address: Telephone No.:

BELOW FOR OFFICE USE ONLY

Sworn and Subscribed before me: Date:

Admitted on Motion of : (Movant)

**UNITED STATES DISTRICT COURT
DISTRICT OF NORTH DAKOTA**

OATH OF ADMISSION

I, _____, DO SOLEMNLY SWEAR (OR AFFIRM), THAT TO THE BEST OF MY KNOWLEDGE AND ABILITY, I WILL SUPPORT AND DEFEND THE CONSTITUTION OF THE UNITED STATES AGAINST ALL ENEMIES, FOREIGN AND DOMESTIC, THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME, THAT I TAKE THIS OBLIGATION FREELY WITHOUT ANY MENTAL RESERVATION OR PURPOSE OF EVASION, AND THAT I WILL CONDUCT MYSELF AS AN ATTORNEY AND COUNSELOR OF THIS COURT, UPRIGHTLY AND ACCORDING TO THE LAW, SO HELP ME GOD (OR UNDER THE PENALTIES OF PERJURY).

DATED:

Attorney's Signature

VERIFICATION

Subscribed and sworn to before me this _____ day of _____,
_____. My commission expires on _____.

(Seal)

Notary Public