

**INSTRUCTIONS FOR ADMISSION TO THE BAR OF
THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF NORTH DAKOTA**

Attorneys who wish to be admitted to the Bar of the United States District Court for the District of North Dakota must complete the following:

- Petition for Admission to the Bar;
- two Attorney Index Cards;
- Oath;
- ECF Registration Form; and
- one-time admission fee of \$226, unless exempt under D.N.D. Gen. L. R. 1.3(C)(2)

Please complete the Petition, two Attorney Index Cards, the Oath, and the ECF Registration Form and return them, along with your admission fee, to the Office of the Clerk of Court.

For attorneys residing in or for cases venued in the **Western Divisions** of the state, the completed forms should be forwarded to the Bismarck office:

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

For attorneys residing in or for cases venued in the **Eastern Divisions** of the state, the completed forms should be forwarded to the Fargo office:

Office of the Clerk
United States District Court
655 First Avenue North, Suite 130
Fargo, ND 58102-4932

Attorneys who wish to apply for admission to the Criminal Justice Act (CJA) Panel must complete an application. The CJA Panel members are appointed to serve as defense counsel for indigent criminal defendants. The Application, as well as additional information on the District's CJA Plan, may be found at: http://www.ndd.uscourts.gov/pdf/cja_ND-Application.pdf

Should you have any questions, please contact the Office of the Clerk of Court at:

Bismarck, telephone number (701) 530-2300
Fargo, telephone number (701) 297-7000

PETITION FOR ADMISSION TO THE BAR

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:	
State of Residence:	
Office/Firm Address:	
Telephone Number (office):	
E-mail Address (office):	
Legal Training:	
Other Bar Admissions: list jurisdiction & ID number for each jurisdiction	
Trial Experience:	
Disciplinary Actions: list all past or pending disciplinary actions, including disbarments, suspensions, probations, or any other restrictions	

Under penalties of perjury, I declare that the above information is true, correct, and complete, to the best of my knowledge and belief.

Attorney signature Date: _____

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

(seal) _____
Notary Public

FOR OFFICE USE ONLY

Other Bar Admissions verified by _____ Date: _____

PETITION APPROVAL

Judicial officer signature Date: _____

PLEASE REMEMBER TO SIGN BOTH CARDS

Name: (Last, First, MI)

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:

Name: (Last, First, MI)

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:

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

OATH OF 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.

Dated: _____

Attorney's Signature

VERIFICATION

Subscribed and sworn to before me this _____ day of
_____, 2_____. My commission expires on _____.

(Seal)

Notary Public



**United States District Court
District of North Dakota**

ECF REGISTRATION FORM

<p>Background: This form is used to register for an account on the Electronic Case Files (ECF) System. Registered users will have privileges to electronically submit documents and to view the electronic docket sheets and documents.</p>	<p>Instructions: This form cannot be submitted electronically. Complete the form on-line, print, sign, and return it to the Clerk's Office at the address below. A user login name and password for access to the ECF System will be issued to you upon receipt of the fully completed form. Except where noted, all information is required, including your original signature.</p>
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<p>Name: <i>(First, Middle Initial, Last)</i></p>	<p>Firm Name:</p>
<p>Telephone:</p>	<p>Firm Address:</p>
<p>E-mail address:</p>	

Place of Birth: *(For security and confirmation purposes)*

By submitting this account registration form, the undersigned agrees to the following:

1. I agree that the combination of the user login name and the password will serve as my signature for purposes of the Federal Rules of Civil and Criminal Procedure. I further agree to protect the security of my password and to immediately notify the Clerk's Office as soon as I learn that my password may have been compromised.
2. In accordance with the provisions of Fed.R.Civ.P.5(b)(2)(D), Fed.R.Civ.P. 77(d) and Fed.R.Crim.P. 49 (b), and (c), I agree that service may be given to me by electronic means.
3. I agree that all pleadings and documents transmitted to the ECF system shall be titled in accordance with the approved civil and criminal event menus of the ECF system.
4. I am a member in good standing of the Federal Bar for the District of North Dakota.
5. I agree that I have a continuing obligation to update my contact information (including current e-mail address) in the ECF System.

Signature:	Date:
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<p>Return this form to: Clerk , US District Court Attn. ECF Registration P.O. Box 1193 Bismarck, ND 58502-1193</p>	<p style="text-align:center">COURT USE ONLY:</p> <table border="1" style="width:100%"> <tr><td>Login assigned</td><td></td></tr> <tr><td>Password assigned</td><td></td></tr> <tr><td>Issuer</td><td></td></tr> <tr><td>Date test e-mail sent</td><td></td></tr> <tr><td>Date reply returned</td><td></td></tr> <tr><td>Date login sent to user</td><td></td></tr> <tr><td>Date scanned</td><td></td></tr> </table>	Login assigned		Password assigned		Issuer		Date test e-mail sent		Date reply returned		Date login sent to user		Date scanned	
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Issuer															
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Date reply returned															
Date login sent to user															
Date scanned															

You will be notified of your user login and password by electronic mail.