

UNITED STATES DISTRICT COURT  
EASTERN DISTRICT OF MISSOURI

RENEWAL APPLICATION FOR MEMBERSHIP  
CRIMINAL JUSTICE ACT PANEL  
AND MENTEE ATTORNEY PANEL

This application is to be completed by attorneys with prior criminal experience requesting to be members of the CJA Panel or CJA Mentee Attorney Panel eligible to represent defendants under the provisions of the Criminal Justice Act, 18 U.S.C. § 3006A, ("CJA") in the United States District Court for the Eastern District of Missouri.

**The application is to be typed, not handwritten.  
If needed a blank page is available at the end of the application.**

**PERSONAL INFORMATION:**

- |                      |                         |
|----------------------|-------------------------|
| 1. Name:             | Social Security Number: |
| Firm Name:           | EIN/Tax ID Number:      |
| Office Telephone No. | Fax Number:             |
| Home Telephone No.   | EDMO Bar Roll No.       |
| Email Address:       |                         |

What is the best way to contact you in an emergency?

Do you meet with clients at your office? If you have other arrangements to do so, please describe.

**PRIOR PANEL EXPERIENCE:**

2. In the past four years has this Court appointed you pursuant to the CJA to represent a criminal defendant or habeas corpus petitioner?
- Yes      No**

If yes, list on a separate piece of paper: (1) the name of each defendant or petitioner, (2) the full case number including judge's initials, (3) how the case was resolved, (4) whether or not you employed an expert, (5) whether or not a sentencing memorandum was filed, (6) any sentence that was imposed, (7) whether or not a mandatory minimum sentence was involved, (8) or whether you withdrew before the case was completed.

3. In the past four years have you declined any appointments from this court, whether because of conflicts of interest, scheduling problems, or any other reason?

**Yes No**

If yes, list the name of the defendant, case number, name of judge who sought to appoint you and reason you declined the appointment.

4. Have you ever been a member of any other District's Criminal Justice Act Panel?

**Yes No**

If yes, list the court and dates.

5. Have you ever applied to become a member of another District's Criminal Justice Act Panel and been denied admittance?

**Yes No**

If yes, list the District you applied to and the dates of application.

6. List any federal judge (whether in this District or another) before whom you have tried a criminal case in the past four years, and provide the style of case, case number, defendant's name, opposing counsel, trial judge, and result.

7. List all other jury trials you have tried in the past four years and provide the style of case, case number, defendant's name, opposing counsel, trial judge, and result.

8. List the sentencings with significant factual or legal disputes you have had in the past four years, and provide the style of case, case number, defendant's name, opposing counsel, trial judge, and result. (no more than five (5) needed)

9. Have you hired a private investigator or other expert in the past four (4) years to assist you with a case?

**Yes No**

If yes, list the style of case, case number, defendant's name, opposing counsel, trial judge, and type of expert used.

10. Please attach at least three (3) writing samples of documents you have filed in federal court in the last four years.

11. Within the past four years have you been the subject of a disciplinary complaint or investigation before any bar association or court?

**Yes No**

If yes, please explain.

12. Within the past four years have you been arrested, summoned, charged or convicted of any criminal offenses, other than minor traffic infractions?

**Yes No**

If yes, please explain.

13. If you are selected as a member of the CJA Panel, will you be willing to work with other attorneys seeking membership on the CJA Mentee Attorney Panel by acting as a proctor attorney and actively getting them involved in your CJA appointed cases?

**Yes No**

14. Do you understand that there are compensation limits for appointed counsel under the CJA and that the Court is the final arbiter of the payment of counsel?

**Yes No**

15. Do you understand that you are personally responsible for the representation of your client upon receiving a CJA appointment and that the responsibility cannot be delegated?

**Yes No**

16. Are you interested in handling cases on appeal? Your answer to this question is informational and will not affect your application positively or negatively.  
**Yes No**
17. Are you willing to make regular court appearances in Cape Girardeau?  
**Yes No**
18. List seminars you have attended in the past four (4) years that deal specifically with federal criminal law.
19. State what languages other than English that you speak, to a degree that you are capable of representing a client who speaks that language, without use of an interpreter.
20. If there is additional information of which the Court should be aware in considering your renewal application but which has not been discussed above, please provide that information here or on the blank page available at the end of this application.

**I have carefully read the foregoing application and certify that the information is true and correct to the best of my knowledge.**

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

