**United States District Court**

**Middle District of Florida**

**UNITED STATES MAGISTRATE JUDGE**

**Application Form**

The Middle District of Florida will appoint a full-time magistrate judge for the Orlando Division. The magistrate judge’s residence and duty station will be Orlando.

Please answer each question. If a question is not applicable, respond with “N/A.”

Each applicant must submit a completed application, available on the Court’s website, and a recent and in-depth writing sample to [submissions@flmd.uscourts.gov](mailto:submissions@flmd.uscourts.gov) **by 5:00 p.m. on January 6, 2025.** Any letters of recommendation (which are not required and should be limited to no more than three) must be attached to the application. All application materials must be combined and submitted as **a single** PDF document.

GENERAL

1. Full name:

2. All other names by which you have been known:

3. Email address:

4. Office address:

City: State: Zip:

Telephone:

5. Residential address:

City: State: Zip:

Telephone: Cell Phone:

6. Place of birth: Date of birth:

7. Length of residence in Florida:

8. If you are a naturalized citizen, state the date and place of naturalization.

9. Military Service:

Branch: Dates:

Rank or rate at discharge: Type of discharge:

If you are a reserve or National Guard member, state your service, branch, unit, and rank.

10. Are you related by blood or marriage to a judge of the Middle District?  Yes  No

If yes, identify the judge and state and describe the degree of relation (the applicable statute disqualifies an applicant “within the degree of first cousin”).

HEALTH

11. What is the present state of your health?

12. Do you have any mental or physical impairment that would affect your ability to perform the duties of a magistrate judge with or without a reasonable accommodation?

EDUCATION AND HONORS

13. List colleges and universities attended, dates of attendance, and degrees awarded.

14. List continuing legal education courses completed within the last three years.

15. If you have published a book or article (legal or non-legal), list the title, citation, and publication date of each.

16. List any educational honors, prizes, awards, or positions.

PROFESSIONAL ADMISSIONS

17. List each court (including state bar admissions) and each administrative body with special admission requirements in which you are admitted to practice and state each date of admission.

EMPLOYMENT

18. Provide your employment history, both legal and non-legal, including each law firm, government agency, and private business in which you have been employed to perform legal work, including any sole, independent, or self-employed law practice. State the position you held, address, and date for each.

19. Describe the general nature of your current practice, including your legal specialty, if any, and your typical client. Also, if your practice has substantially changed, describe your earlier practice.

20. a) Do you appear regularly in court?  Yes  No

b) During the last five years, what percentage of your appearances were in:

A federal court \_\_\_\_%

A state or local court \_\_\_\_%

An administrative body \_\_\_\_%

Other:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_%

21. During the last five years, what percentage of your practice has been trial practice?

22. During the last five years, how frequently have you appeared in court (remotely or in person)?

23. During the last five years, how frequently have you appeared at administrative hearings?

24. In your legal career, what percentage of your practice involving litigation has been:

Civil \_\_\_\_%

Criminal \_\_\_\_%

Other:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_%

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_%

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_%

25. During the last ten years, how many cases or appeals have you tried or argued to conclusion? State whether you were sole, associate, or chief counsel. List the citation of each reported case.

26. Describe your trial and appellate court experience during the last ten years.

27. State the name and address of your five principal opposing counsel during the last five years.

PUBLIC OFFICE

28. Have you ever run for or held a public office?  Yes  No

If yes, explain:

JUDICIAL EXPERIENCE

29. a) Have you ever been an applicant or candidate for any judicial office, state or federal, elected or appointed?  Yes  No

If yes, list each judicial candidacy and application, including the dates. Also, state whether you were selected as a finalist or nominee for any judicial office.

b) Have you ever held judicial office (elected or appointed)?  Yes  No

If yes, list each court in which you held a judicial office and the dates of your service.

State the name and address of five lawyers who appeared before you and are knowledgeable of your work, temperament, and abilities.

c) Have you performed any quasi-judicial service?  Yes  No

If yes, list the (1) name of each agency, (2) position you held, (3) types of issues for which you held hearings, (4) number of cases you adjudicated, and (5) dates of your service.

BUSINESS involvement

30. a) If you are an officer or director or are otherwise engaged in the management of any business, state: (1) the name of the business, (2) the nature of the business, (3) the nature of your duties, and (4) whether you intend to resign from the position immediately after an appointment to judicial office.

b) Since your admission to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law?  Yes  No

If yes, explain and include dates:

c) During the last five years, have you received any fee or compensation, other than for legal services rendered, from any business, institution, organization, or association?

Yes  No

If yes, identify the (1) source of the compensation, (2) nature of the business, institution, organization, or association, and (3) dates the compensation was paid.

Other background issues

31. a) Have you ever been arrested, charged, or convicted for a violation of any federal law, state law, county or municipal law, regulation, or ordinance?  Yes  No

If yes, explain. (Do not include a traffic violation for which a fine of $200 or less was imposed unless the punishment also included additional sanctions.)

b) Have you, to your knowledge, ever been under a federal, state, or local investigation for a possible violation of a criminal statute?  Yes  No

If yes, explain.

32. a) Have you ever been sued by a client?  Yes  No

If yes, explain.

b) Have you or your professional liability insurance carrier ever been put on notice of a claim against you for professional malpractice?  Yes  No

If yes, explain and include the resolution.

33. Have you ever been a party, in any civil or criminal proceeding?  Yes  No

If yes, explain, including the resolution.

34. Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association, or other professional group?

Yes  No

If yes, explain.

35. Have you timely filed all tax returns required by federal, state, local, and other government authorities?  Yes  No

If no, explain.

36. Has any lien or claim been instituted against you by the federal, state, or local authorities?  Yes  No

If yes, explain.

ACTIVITIES

37. a) List each bar association and legal professional society of which you are or have been a member, including the title and dates of any office you held and any committee to which you belonged.

b) List each organization and club, other than any bar association or professional society identified in response to Question 36(a), of which you were a member since you were 21 years old, including the title and dates of any offices you held.

38. Attach a list of all speeches or talks delivered by you including commencement speeches, political speeches, and question-and-answer sessions. Include the date and place where the speech was delivered and the name of the group before whom the speech was given. If available, attach a copy of the speech, a transcript of your remarks, or an outline or notes from which you spoke.

SUPPLEMENTAL INFORMATION

39. Describe any achievement or any action you have accomplished that demonstrates your commitment to equal justice under the law, public service, or civic engagement.

40. State any additional education or other experience that you believe will assist you in holding judicial office.

41. State any other pertinent information reflecting positively on you that you believe is relevant to the selection panel and the district court.

42. Other than what you have already described, is there anything in your background that might reflect negatively on you and that should be disclosed (e.g., financial problems, substance abuse issues, etc.)? (You should err on the side of disclosure. If you are selected, there will be a full FBI background investigation.)

43. List as references five individuals (including email address and telephone number) who are familiar with your legal abilities and/or personal character.

44. Attach a recent sample of your legal writing (not a complaint or answer, but a substantive writing that cites legal authority).

CONFIDENTIALITY STATEMENT AND APPLICANT CERTIFICATION

This application will be kept confidential and will be examined only by the members of the merit selection panel, the district judges, and necessary court staff. The panel may contact the individuals whom you have listed as references, but no other individual will be contacted without your consent.

I declare under penalty of perjury that the foregoing is true and correct.

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Signature of Applicant Date