

---

---

# APPLICATION FOR MEMBERSHIP ON THE CRIMINAL JUSTICE ACT DEFENSE PANEL

UNITED STATES DISTRICT COURT  
DISTRICT OF ARIZONA

---

---

THIS APPLICATION FORM IS TO BE USED ONLY BY  
ATTORNEYS APPLYING TO THE PHOENIX,  
FLAGSTAFF OR YUMA PANELS.

Phoenix   
Flagstaff   
Yuma

Trial Panel  Appeal Panel\*

\* If applying for the Appeal Panel, include a sample  
of an appellate brief which you have authored.

---

---

**Instructions:**

1. All answers must be type-written or printed legibly in order for your application to be considered.
  2. Please include a resume and a cover letter explaining the nature of your current law practice and elaborate on any other experience or training which you believe will support your application.
  3. **ALL APPLICANTS ARE RESPONSIBLE FOR ENSURING THAT THE INFORMATION PROVIDED IS COMPLETE AND THAT ALL E-MAIL ADDRESSES ARE CURRENT. GENERAL, INCOMPLETE OR VAGUE E-MAIL ADDRESSES OR INFORMATION WILL RESULT IN THE APPLICATION BEING REJECTED.**
  4. All applicants are required to be familiar with the Criminal Justice Act Plan for the District of Arizona (General Order 18-12) as well as all amendments thereto which are stated in subsequent General Orders found on the District Court's website. This includes familiarity with the official **Guidelines for CJA Claims** pertaining to billing practices and mandatory record-keeping and related matters.
  5. Applications must be received by the Office of the Federal Public Defender **no later than July 3<sup>rd</sup>** of each year in order to be considered for appointment to the CJA Panel for the coming year.
- 
- 

**APPLICATION OF:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

E-MAIL ADDRESS: \_\_\_\_\_

**LEGAL EXPERIENCE**

1. Legal Education:

<u>School</u>	<u>Degrees</u>	<u>Year of Graduation</u>
_____		
_____		
_____		

2. Date admitted to practice law in:

- a. State of Arizona \_\_\_\_\_
- b. Other States \_\_\_\_\_
- c. U.S. District Court (Arizona) \_\_\_\_\_
- d. Other U.S. District Courts \_\_\_\_\_
- e. Ninth Circuit \_\_\_\_\_
- f. U.S. Supreme Court \_\_\_\_\_

I am a member in good standing in these jurisdictions.

Yes  No

If not, please explain on separate sheet.

3. Are there now pending or have there been any disciplinary proceedings against you in any jurisdiction during the past 5 years?

Yes  No

If yes, please explain on separate sheet.

4. During the past 5 years, have you been arrested, summoned, charged, or convicted of any criminal offense (excluding minor traffic infractions)?

Yes  No

If yes, please explain on separate sheet.

5. For the 3 years preceding this application, please list in the final pages of this Application:

- (a) all criminal *trial* experience
- (b) all appellate experience

6. List on the final pages of this Application additional criminal matters carried to final disposition in state or federal court (motions, habeas corpus, mandamus, guilty pleas or other dispositions, etc.) that may further support this application.

7. Do you have any specialized experience such as:

a. Other language(s)?

Specify: \_\_\_\_\_

*Every applicant representing Spanish fluency will be interviewed by a certified court interpreter or FPD Office fluent speaker to verify the extent of this skill.*

b. Immigration law?

c. Other (e.g. DNA, accounting, computers)?

Explain  
\_\_\_\_\_

8. Have you ever been employed as a full-time prosecutor, public defender, judge, or judicial law clerk?

Yes  No

If so, name the office or judge and dates of employment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Are you presently certified as a Criminal Law Specialist by a state bar?

Yes  No

If so, date certified: \_\_\_\_\_ State: \_\_\_\_\_

10. Are you now or have you ever been a member of any national, state or local criminal defense organization?

Yes  No

Specify:  
\_\_\_\_\_

11. Are you presently a member of any federal, state or local court criminal defense panel?

Yes  No

If yes, date of membership: \_\_\_\_\_

Approximate number of case assignments per year: \_\_\_\_\_

12. Have you ever served as a member of any federal, state or local criminal defense panel?

Yes  No

If yes, please explain why and when your panel participation ended:

---

---

13. Have you ever been denied placement on or been removed from a federal, state or local criminal defense panel?

Yes  No

If yes, please state location, date and explain:

---

---

---

14. Do you have any other legal training or experience which would qualify you for membership on the CJA panel?

Yes  No

Specify:

---

---

---

15. Panel Membership contemplates possible infrequent appointment **without compensation** (i.e. 42 U.S.C. § 1983). Are you willing to accept appointment **without compensation** in cases not compensable under the Criminal Justice Act?

Yes  No

16. I understand that placement on the Criminal Justice Act Panel contemplates I will continue to represent an appointed client on appeal unless, for good cause, I am relieved by order of the court. (9<sup>th</sup> Cir. Rule 4-1(a)).

Yes  No

17. Case appointments involve all kinds of alleged criminal behavior. Keeping the best interests of a client in mind, is there any kind of criminal offense which you would **not** want to accept appointment for any personal reason(s), e.g., sexual crimes, firearm offenses, complex matters? If so, please state which types:

---

---

---

---

18. Do you have a preference regarding the number of appointments per year?

Yes  No

If yes, please state: minimum 4

5 or more

19. The Criminal Justice Act Plan for the District of Arizona (General Order 18-12) requires a Panel member to accept a minimum of 4 appointments per year. That is an average of one case every 3 months and this is required without regard to the nature of the case. Are you willing to satisfy or exceed this requirement?

Yes  No

20. Are you available to represent a defendant in a case where trial might exceed ten (10) trial days?

Yes  No

**REFERENCES**

21. Please provide the name and e-mail address of 3 Local, State and/or Federal prosecutors and/or criminal defense lawyers against whom you have litigated criminal matters. Please make sure all e-mail addresses are valid.

a. Name: \_\_\_\_\_  
Name of Office: \_\_\_\_\_  
e-mail: \_\_\_\_\_

b. Name: \_\_\_\_\_  
Name of Office: \_\_\_\_\_  
e-mail: \_\_\_\_\_

c. Name: \_\_\_\_\_  
Name of Office: \_\_\_\_\_  
e-mail: \_\_\_\_\_

22. Please provide the name and e-mail address of at least 2 Local, State and/or Federal judges familiar with your work as a criminal attorney. Please make sure all e-mail addresses are valid.

a. Name: \_\_\_\_\_  
Name of Court: \_\_\_\_\_  
e-mail: \_\_\_\_\_

b. Name: \_\_\_\_\_  
Name of Court: \_\_\_\_\_  
e-mail: \_\_\_\_\_

c. Name: \_\_\_\_\_  
Name of Court: \_\_\_\_\_  
e-mail: \_\_\_\_\_

23. Please state any additional information you wish to provide in further support of your application. This may include attendance within the past 5 years at CLE courses and seminars addressing Federal criminal appellate or trial practice or highlighting trial experience. Please attach an additional sheet if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**CERTIFICATION**

I (NAME) \_\_\_\_\_ hereby authorize all educational and governmental agencies and instrumentalities (including bar associations and bar examiners), employers and business and professional associates (past and present), to release to the Panel Selection Committee of the United States District Court information, files or records requested by them for the purpose of processing this application.

I state I will satisfy all requirements of a CJA Panel lawyer as set forth in the CJA Plan for the District of Arizona (General Order 18-12), including (a) accepting a minimum of 4 cases appointments per year, (b) attending at least 3 hours of CLE training applicable to my federal criminal defense practice and certifying that CLE yearly, and (c) applying for reappointment to the CJA Panel every 3 years. In understand that failing to comply with these requirements may result in the District Court removing me from the list of eligible CJA Panel lawyers.

I further state that I have carefully read the foregoing application and certify that the information herein is true to the best of my knowledge and belief. I fully understand that failure to make a truthful disclosure of any fact or item of information required may result in denial of my application.

DATE: \_\_\_\_\_

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

**SEND COMPLETED APPLICATION TO THE ADDRESS BELOW:**

**PHOENIX, FLAGSTAFF AND YUMA APPLICATIONS ONLY**

OFFICE OF THE FEDERAL PUBLIC DEFENDER

Attn: Denise K. Aguilar

850 W. Adams Street, Ste. 201

Phoenix, AZ 85007-2730

