Pro Hac Vice Admissions:

Under Local Rule 83.1(b), an application for admission *pro hac vice* must include the following information:

1. The applicant’s residence address;

2. The applicant’s office address, telephone number, facsimile number, and e-mail address;

3. The courts to which the applicant is admitted to practice and the dates of admission;[[1]](#footnote-1)

4. A statement that the applicant is in good standing and eligible to practice in all courts to which admitted; and

5. The address, telephone number, facsimile number, and e-mailed address of local counsel, as well as local counsel’s written consent to designation.[[2]](#footnote-2)

The application must be accompanied by payment of the prescribed admission fee. Local counsel must file a notice of appearance within ten days of the approval of the application.

1. An attorney who is not a member of the bar of this court is not eligible for admission *pro hac vice*, unless he or she is admitted to practice before the United States District Court for the district in which (or before the highest court in the state in which) he or she resides or regularly practices law. *See* Local Rule 83.1(b)(1). [↑](#footnote-ref-1)
2. The parties are directed to Local Rule 83.1(b)(2) for a description of the duties of local counsel. [↑](#footnote-ref-2)