

**UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF WASHINGTON
OFFICE OF THE CLERK**

**BRUCE RIFKIN
CLERK OF COURT**

UNITED STATES COURTHOUSE
700 STEWART STREET, LOBBY LEVEL
SEATTLE, WASHINGTON 98101

PETITION FOR CONDITIONAL ADMISSION TO PRACTICE

INSTRUCTIONS

Complete and return the Petition for Conditional Admission to Practice.

- Form is fillable using Adobe Acrobat Reader.
- Form must be notarized.
- Verification required by Western District of Washington Assistant U.S. Attorney

Complete the registration form for the court's Electronic Case Management (ECF) system.

- Required for electronic filing privileges.

Submit documents to the Clerk of Court.

- Clerk, United States District Court
Western District of Washington
United States Courthouse, Lobby Level
Attn: Attorney Admissions
700 Stewart Street
Seattle, WA 98101

For questions, or to check the status of your petition, contact the attorney admission clerk.

- **Dana Scarp**
Phone: 206-370-8862
E-mail: dana_scarp@wawd.uscourts.gov

CONDITIONAL ADMISSION

UNITED STATES DISTRICT COURT WESTERN DISTRICT OF WASHINGTON

COMES NOW _____, a member in good standing of the bar of (include bar number and state) _____, and respectfully petitions the Court, pursuant to Local General Rule (GR) 2(c)(2), for conditional admission to practice before the Bar of this Court as an employee of the United States representing one of its agencies. In support of said petition, Petitioner states as follows:

1. Petitioner's residence address is:

Petitioner's home telephone is: _____

Petitioner is currently employed by the United States as an Attorney for (name of agency):

Agency address:

Agency telephone # (include extension): _____

Agency e-mail address: _____

2. Petitioner's general and legal education are as follows:

3. From the time of Petitioner's admission to the bar of _____ (as indicated above) on _____ (date), Petitioner has been engaged in the practice of law at:

4. Petitioner seeks conditional admission, pursuant to Local Rule GR 2(c)(2), as an attorney for the United States representing one of its agencies. The circumstances necessitating Petitioner's conditional admission to the Bar of this Court are as follows:

5. Verification that Petitioner is an attorney for the United States by an Assistant United States Attorney for this District is attached.

6. Petitioner certifies that he/she has read and is familiar with the Federal Rules of Civil and Criminal Procedure and the Local Rules of this Court.

VERIFICATION OF ASSISTANT UNITED STATES ATTORNEY

I, _____, hereby verify that I am an Assistant United States Attorney for the Western District of Washington.

I verify that _____ is an Attorney for the United States.

DATED at _____, Washington this _____ day of _____, 2____.

Signature

Print or Type Name
Assistant United States Attorney



ATTORNEY REGISTRATION FORM for the ELECTRONIC CASE FILING SYSTEM

Please complete this form to register for electronic filing privileges in the Western District of Washington's Electronic Case Filing system (ECF).

Name (first, last, middle)

Agency Name

Agency Address (include city, state and zip code)

Bar # and State

Telephone # (include extension)

Last Four Digits of S.S. #

Primary E-mail Address (required)

Secondary E-mail Address (if applicable)

Does your e-mail support HTML messages? Yes No Not Sure

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

1. The CM/ECF system is to be used for filing and reviewing electronic documents, docket sheets, and notices.
2. The password issued to you by the court, combined with your login, serves as your signature under Federal Rule of Civil Procedure 11. Therefore, you are responsible for protecting and securing this password against unauthorized use.
3. If you have any reason to suspect that your password has been compromised in any way, you are responsible for immediately notifying the court. Members of the court's systems staff will assess the risk and advise you accordingly.
4. By signing this Registration Form, you consent to receive notice electronically, and to waive your right to receive notice by personal service or first class mail pursuant to Federal Rule of Civil Procedure 5(b)(2)(D), except with regard to service of a complaint and summons. This provision does include electronic notice of the entry of an order or judgment.
5. You will continue to access court information via the Western District of Washington's internet site or through the Public Access to Court Electronic Records (PACER) system. You will continue to need a PACER login, in addition to the court-issued password. You can register for PACER at their web site: <http://pacer.psc.uscourts.gov>

By this registration, the undersigned agrees to abide by the rules and regulations in the most recent General Order, the Electronic Filing Procedures developed by the Clerk's Office, and any changes or additions that may be made to such administrative procedures in the future.

Signature

Date