**UNITED STATES DISTRICT COURT**

**FOR THE MIDDLE DISTRICT OF NORTH CAROLINA**

***APPLICATION FOR***

***UNITED STATES MAGISTRATE JUDGE***

# Instructions

* Please answer all questions. If a question is not applicable, indicate this by marking N/A.
* Do not alter the font or formatting of the application. Answers should not be bolded except for Question 1.
* Insert full name in header on second page.
* For tables, insert additional rows if necessary and deleted any unused rows.
* Return completed form to the Clerk of Court as a single PDF emailed to [clerk@ncmd.uscourts.gov](mailto:clerk@ncmd.uscourts.gov) with the subject line “Magistrate Judge Application.” You will receive a confirmation receipt within 24 business hours; if you do not, please call (336) 332-6011.
* Deadline for receipt of application is April 30, 2025.

# General

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| 1. **Full name:** |  | | | | | | | |
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| 1. All other names by which you have been known: | | | | | | |  | |
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| 1. Office address and phone: | | | |  | | | | |
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| 1. Home address and phone(s) (including mobile): | | | | | |  | | |
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| 1. Email address(es) (if multiple, indicate preferred): | | | | | | | |  |
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| 1. Place of birth: | | |  | | | | | |
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| 1. Date of birth: | |  | | | | | | |
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| 1. Length of residence in state: | | | | |  | | | |

1. Are you a citizen of the United States? If you are a naturalized citizen, state the date and place of naturalization.

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1. Have you served in the military? If yes, indicate branch, dates, rank or rate at discharge, and type of discharge. If you are currently a Reserve or National Guard member, give service, branch, unit, and present rank.

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1. Are you related by blood or marriage to any judges of this court? If yes, give name(s) and relationship(s).

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# Health

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

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# Education

1. List all colleges and universities attended, dates, and degrees, including law degree, in reverse chronological order:

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| College or University | Dates Attended  (month and year) | Degree Received  (if none, so indicate) |
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1. Were you a member of a law review or journal in law school? If yes, provide details.

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# Professional Admissions and Continuing Legal Education

1. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted to practice, giving the dates of admission in each case and whether you are in good standing:

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| Jurisdiction | Date of Admission | Are you in Good Standing? |
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1. Are you current with all continuing legal education obligations for all jurisdictions in which you are admitted? If no, explain.

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1. List all continuing legal education courses completed within the last 5 years:

# Publications and Honors

1. If you have published any legal books or articles, list them, giving citations and dates.
2. List any honors, prizes, or awards you have received.

# Law Practice

1. State the names, addresses, and dates of employment for all law firms with which you have been associated in practice, all government agencies, and all private business organizations in which you have been employed in the practice of law. In addition, provide all dates during which you have practiced as a sole practitioner.

| Employer | Address | Position | Dates |
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1. Describe the general nature of your current practice including any legal specialties and character of your typical clients; also, if your practice is substantially different now than previously, give details of prior practice.

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1. Do you appear regularly in court? If so, how many times per month on average?

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1. What percentage of your court appearances in the last five years were in:

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| Federal courts? | % |
| State or local courts of record? | % |
| Administrative bodies? | % |
| Other? | % |

1. During the past five years, what percentage of your practice has been trial practice?       %
2. What percentage of your practice involving litigation has been:

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| --- | --- |
| Civil? | % |
| Criminal? | % |
| Other? | % |

1. State the number of cases you have tried to conclusion in courts of record during the past five years, indicating whether you were sole, associate, or chief counsel. Give citations of any reported cases.

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1. Summarize your courtroom experience for the past five years.

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1. State the names and contact information of five adversary counsel against whom you have litigated primary cases in the past five years.

| Name | Contact Information | Case | Dates |
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# Public Office

1. Have you ever run for, or held, public office, other than judicial office? If yes, provide details.

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# Prior Judicial Experience

1. Have you ever held judicial office or been a candidate for judicial office? If yes, Provide details (courts, dates of service, or dates of candidacy).

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1. If you have held judicial office, state the names and contact information of five attorneys who have appeared before you who would be knowledgeable of your work, temperament, and abilities.

       N/A

| Name | Email | Phone | Employer |
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1. Have you served in a quasi-judicial capacity? If yes, provide details (name of agency, position held, types of cases, number adjudicated, and dates of service).

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# Business Involvement

1. If you are now an officer, director, or otherwise engaged in the management of any business enterprise, state the name of such enterprise, the nature of the business, the nature of your duties, and whether you intend to resign such position immediately upon your appointment to judicial office.

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1. Since being admitted to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law?

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1. During the past five years have you received any fees or compensation of any kind, other than for legal services rendered, from any business enterprise, institution, organization, or association of any kind? If yes, identify the source of such compensation, the nature of the business enterprise, institution, organization or association involved, and the dates such compensation was paid.

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# Character and Fitness

1. Have you ever been arrested, charged, or convicted for violation of any federal law, state law, county or municipal law, regulation, or ordinance? Do not include traffic violations for which a fine of $200 or less was imposed unless it also included a jail sentence. If yes, provide details, including dates.

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1. Have you, to your knowledge, ever been under federal, state or local investigation for possible violation of a criminal statute other than matters referenced in Question 36? If yes, provide details.

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1. Have you ever been sued by a client? If yes, provide details.

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1. Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice? If yes, provide particulars, including the amounts involved.

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1. Have you ever been charged in any civil or criminal proceedings with conduct alleged to involve moral turpitude, dishonesty, or unethical conduct? If yes, provide particulars.

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1. 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? If yes, provide particulars.

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1. Have you filed appropriate tax returns as required by federal, state, local, and other government authorities? If no, provide an explanation.

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1. Have any liens or claims ever been instituted against you by the federal, state, or local authorities? If yes, provide particulars.

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1. Are you delinquent on any Federal debt? (Include delinquencies arising from Federal taxes, loans, overpayment of benefits, and other debts to the U.S. Government, plus defaults of Federally guaranteed or insured loans (e.g., student loan, home mortgage loan)). Include if you are on a payment plan with the Internal Revenue Service.

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1. Are you delinquent on any child support obligations? If yes, include details.

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# Professional and Other Activities

1. List all bar associations and legal professional societies of which you are a member and give the titles and dates of any office you have held in such groups, and committees to which you belonged.

| Bar Association or Legal Professional Society | Dates of Membership | Titles of Offices and Dates | Committee Service |
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1. List all organizations and clubs, other than bar associations and professional societies identified in response to Question 46, of which you have been a member during the past ten years, including the titles and dates of any offices you have held in each such organization.

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| Organization | Dates of Membership | Titles of Offices and Dates | Committee Service |
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1. Have you ever served on a merit selection panel to consider the appointment or reappointment of a United States magistrate judge in this district? If yes, provide date(s) or appointment(s).

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# Supplemental Information

1. State any achievements or actions you have accomplished that demonstrate your commitment to equal justice under the law.

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1. State any additional education or other experiences you believe would assist you in holding judicial office.

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1. State any other pertinent information reflecting positively or adversely on you, which you believe should be disclosed to the district court and the selection panel in connection with your possible selection as United States magistrate judge.

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1. List three individuals as references who are familiar with your **abilities** who are not otherwise listed on this application.

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| Name | Email Address | Phone Number | How do you know this person? |
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1. List three individuals as references who are familiar with your **personal character** who are not otherwise listed on this application.

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| Name | Email Address | Phone Number | How do you know this person? |
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# Confidentiality Statement

This form will be kept confidential and will be examined only by members of the merit selection panel and the judges of the district court. The individuals whom you have listed as references above may be contacted by the panel, but no other employers, colleagues, or other individuals will be contacted without your prior approval.

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

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Signature of Applicant Date