

United States District Court  
Western District of Kentucky  
Office of the Clerk  
United States Courthouse  
601 West Broadway, Room 106  
Louisville, Kentucky 40202-2249  
[www.kywd.uscourts.gov](http://www.kywd.uscourts.gov)  
(502) 625-3500

Vanessa L. Armstrong  
Clerk of Court

James Vilt  
Chief Deputy Clerk

**IN RE: ADMISSION TO PRACTICE BY APPOINTMENT BEFORE THE COURT**

In reply to your inquiry about admission to practice by appointment before the United States District Court for the Western District of Kentucky, please contact your local office to schedule a date for your admission. Pursuant to LR 83.1 and LCrR 57.1 of the Joint Local Rules, a member in good standing of this Court must make a motion in open court for your admission. The presiding judge will administer the oath, and you must sign the admission card and tender the \$218.00 admission fee by check made payable to the "Clerk, U.S. District Court." Please do not send your check in advance of the scheduled admission date. To expedite your ability to electronically file documents with the Court, please also include an ECF Registration form available at <http://www.kywd.uscourts.gov/forms/ecf-registration-form>.

NAME OF APPLICANT \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

FIRM NAME \_\_\_\_\_

OFFICE ADDRESS \_\_\_\_\_

OFFICE TELEPHONE \_\_\_\_\_ BAR NUMBER \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_

UNIVERSITY ATTENDED \_\_\_\_\_ DEGREE & DATE \_\_\_\_\_

LAW SCHOOL ATTENDED \_\_\_\_\_ DEGREE & DATE \_\_\_\_\_

DATE OF ADMISSION TO SUPREME COURT OF KENTUCKY \_\_\_\_\_

OTHER STATE AND FEDERAL COURTS IN WHICH YOU ARE ADMITTED TO PRACTICE AND DATE(S) OF ADMISSION \_\_\_\_\_

NAME OF SPONSOR \_\_\_\_\_

SPONSOR'S DATE OF ADMISSION TO THE USDC FOR THE WESTERN DISTRICT OF KENTUCKY \_\_\_\_\_

SPONSOR'S TELEPHONE NO. \_\_\_\_\_

PURSUANT TO JOINT GENERAL ORDER 08-02, I HAVE COMPLETED MANDATORY ELECTRONIC CASE FILING TRAINING THROUGH (select one):

- Web-Page Tutorial       Court Personnel       KY Bar Association CLE Course  
 Training in other Jurisdiction or Other Method (Please Explain) \_\_\_\_\_

FEE PAID: \_\_\_\_\_

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

RECEIPT NUMBER: \_\_\_\_\_

BY: \_\_\_\_\_

ADMITTED: \_\_\_\_\_

**UNITED STATES DISTRICT COURT  
WESTERN DISTRICT OF KENTUCKY**

**IN RE:           ADMISSION OF ATTORNEY TO PRACTICE-SPONSOR'S  
                  AFFIDAVIT AND MOTION**

**SPONSOR'S AFFIDAVIT**

**STATE OF** \_\_\_\_\_

**COUNTY OF** \_\_\_\_\_

\_\_\_\_\_, having been duly sworn, deposes and states as follows:

That I was duly admitted to practice before the United States District Court for the Western District of Kentucky on \_\_\_\_\_, and am now a member in good standing of the Bar of said court.

That this affidavit is submitted in support of the application of \_\_\_\_\_ for admission to the Bar of the United States District Court for the Western District of Kentucky.

That I have read the said application and believe the statements therein to be true and correct.

That I vouch for the good moral and professional character of the applicant and that the applicant has been admitted to practice before and is in good standing with the Supreme Court of Kentucky . In my opinion, the applicant is fully qualified to be admitted to practice before the United States District Court for the Western District of Kentucky.

Dated at \_\_\_\_\_, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.  
(Location)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Notary Public \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**SPONSOR'S MOTION**

\_\_\_\_\_, sponsor for the aforesaid applicant, hereby moves that \_\_\_\_\_ be admitted to the Bar of the United States District Court for the Western District of Kentucky and be permitted to practice before said court as an attorney and counselor-at-law for all proper purposes. The applicant has requested to be admitted by mail rather than by person appearance in open court.

\_\_\_\_\_  
Signature

**OATH/AFFIRMATION TO BE ADMINISTERED WHEN REQUEST FOR ADMISSION IS PERFECTED BY MAIL:**

I, \_\_\_\_\_ do solemnly swear or affirm that I have been admitted to practice before and am in good standing with the Supreme Court of Kentucky, that I will conduct myself honorably and ethically as a solicitor, counselor, advocate, proctor and attorney of this court, and that I will support and defend the Constitution of the United States.

\_\_\_\_\_  
Applicant Signature

Subscribed and sworn to/affirmed before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Commission Expiration

**ORDER**

Having determined after reviewing the attached affidavit that the applicant is qualified to be admitted,

**IT IS HEREBY ORDERED** the above motion is **GRANTED** and that the applicant be admitted to practice before the United States District Court for the Western District of Kentucky.

Date Judge

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judge

United States District Court  
WESTERN DISTRICT OF KENTUCKY

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RE: APPLICATION FOR ADMISSION - AUTHORIZATION AND RELEASE

I, \_\_\_\_\_, whose Social Security Number is

\_\_\_\_\_, having filed an application for admission to the Bar of this Court consent to have an investigation made as to my moral character, professional reputation and fitness for the practice of law and such information as may be received, reported to the admitting authority. I agree to give any further information which may be required in reference to my past record.

I also authorize and request every person, firm, company, corporation, governmental agency, court, association, or institution having control of any documents, records, or other information pertaining to me, to furnish to the Clerk, United States District Court for the Western District of Kentucky any such information, including documents, records, bar association files regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent data, and to permit the said Clerk to inspect and make copies of such documents, records and other information.

I hereby release and discharge, the state admission agency of the state(s) of my admission, its agents and representatives, and any person so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information to or by the said Clerk.

I have read the foregoing document and have furnished all information fully and frankly. The information is complete and true of my own knowledge.

\_\_\_\_\_  
(Signature of Applicant)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20

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