

**APPLICATION FOR  
United States Magistrate Judge  
District of South Carolina  
Columbia Division**

Please type your answers. If a question is not applicable, indicate this by marking "N/A." Return completed and signed application form and cover letter submitted as a single PDF file form via email to the Clerk of Court at [mj\\_application@scd.uscourts.gov](mailto:mj_application@scd.uscourts.gov) and reference Columbia Magistrate Judge in the subject line.

<b>GENERAL</b>
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1. Full name \_\_\_\_\_
2. All other names by which you have been known \_\_\_\_\_  
\_\_\_\_\_
3. Office address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone number \_\_\_\_\_
4. Residential address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone number \_\_\_\_\_
5. Place of birth \_\_\_\_\_  
Date of birth \_\_\_\_\_
6. Length of residence in state \_\_\_\_\_
7. If you are a naturalized citizen, state the date and place of naturalization.
8. Military service:  
Branch \_\_\_\_\_ Dates \_\_\_\_\_  
Rank or Rate at Discharge \_\_\_\_\_ Type of Discharge \_\_\_\_\_  
\_\_\_\_\_  
If you are a reserve or national guard member, give service, branch, unit, and present rank.  
\_\_\_\_\_
9. Are you related by blood or marriage to any of the judges of this court? Yes  No   
If yes, give name(s) and relationship.

<b>HEALTH</b>
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10. What is the present state of your health?
11. Do you have any visual or hearing impairment or other mental or physical impairment that could interfere with your ability to perform the duties assigned to a magistrate judge?  
Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please specify.
12. Have you had any hospital confinement, mental illness, serious physical illness, or drug or alcohol addiction during the past ten years? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please explain and identify your attending physician, the names of any hospital or other institution to which you were admitted, and the date(s) of your hospitalization.
13. Are you presently receiving treatment for a physical or mental illness or condition, or drug or alcohol addiction? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please give details. \_\_\_\_\_

<b>EDUCATION</b>
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14. List the colleges and universities you have attended (dates, degrees, and class rank).
15. List the continuing legal education courses you have completed within last 10 years.

## HONORS

16. Were you a member of law review? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please describe your role.
17. If you have published any legal books or articles, list them, giving citations and dates.
18. List any honors, prizes, or awards you have received.

## PROFESSIONAL ADMISSIONS

19. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted to practice and give the dates of admission in each case.
20. Have you ever failed a bar admission examination? Yes\_ \_\_ No\_ \_\_

**LAW PRACTICE**

21. 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. Also provide all dates during which you have practiced as a sole practitioner.

22. 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. Please give details of your prior practice.

23. (a) Do you appear regularly in court? Yes \_\_\_\_\_ No \_\_\_\_\_

(b) What percentage of your appearances in the last five years were in

- 1. Federal court \_\_\_\_\_%
- 2. State or local court of record \_\_\_\_\_%
- 3. Administrative body \_\_\_\_\_%
- 4. Other \_\_\_\_\_%

24. During the past five years, what percentage of your practice has been trial practice? \_\_\_\_\_%

25. How frequently have you appeared in court? \_\_\_\_\_ times per month

26. How frequently have you appeared at administrative hearings? \_\_\_\_\_ times per month

27. What percentage of your practice involving litigation has been

Civil \_\_\_\_\_%  
Criminal \_\_\_\_\_%

Other  
\_\_\_\_\_%  
\_\_\_\_\_%  
\_\_\_\_\_%

28. 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.
29. Summarize your courtroom experience for the past five years.
30. State the names and addresses of adversary counsel against whom you have litigated your primary cases over the past five years.

**PUBLIC OFFICE**

31. Have you ever run for or held public office? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please give details.

**PRIOR JUDICIAL EXPERIENCE**

32. (a) Have you ever held judicial office or been a candidate for judicial office? Yes \_\_\_\_\_ No \_\_\_\_\_  
If so, please state the courts involved and the dates of service or dates of candidacy.

(b) Prior quasi-judicial service

Name of agency \_\_\_\_\_  
Position held \_\_\_\_\_  
Hearings on what types of issues \_\_\_\_\_  
Number of cases adjudicated \_\_\_\_\_  
Dates of service \_\_\_\_\_

**BUSINESS INVOLVEMENT**

33. (a) 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.

(b) Since being admitted to the Bar, have you ever engaged in any occupation, business, or profession other than the practice of law? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please give details, including dates.

(c) 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? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please identify the source of such compensation; the nature of the business enterprise, institution, organization or association involved; and the dates such compensation was paid.

34. Have you, to your knowledge, ever been under federal, state, or local investigation for possible violation of a criminal statute? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please give particulars.

35. (a) Have you ever been sued by a client? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please give particulars.

(b) Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, give particulars, including the amounts involved.

36. Have you ever been charged in any civil or criminal proceeding with conduct alleged to involve moral turpitude, dishonesty, or unethical conduct? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, give particulars.
37. 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? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please give particulars.
38. Have you filed appropriate tax returns as required by federal, state, local, and other government authorities? Yes \_\_\_\_\_ No \_\_\_\_\_  
If no, please explain.
39. Have any liens or claims ever been instituted against you by the federal, state or local authorities? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, please explain.

<b>PROFESSIONAL AND OTHER ACTIVITIES</b>
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40. (a) 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.
- (b) List all organizations and clubs, other than bar associations and professional societies identified in response to question 40(a) 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.

(c) Are you a member of any organization or club that discriminates on the basis of race, religion, gender, or national origin? Yes  No

(d) Have you ever served on a merit selection panel to consider the appointment or reappointment of a United States magistrate judge in this district? Yes  No   
If yes, please provide date(s) or appointment(s).

<b>SUPPLEMENTAL INFORMATION</b>
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41. State any achievements or actions you have accomplished, demonstrating your commitment to equal justice under the law.
  
  
  
  
  
  
  
  
  
  
42. State any additional education or other experiences you believe would assist you in holding judicial office.
  
  
  
  
  
  
  
  
  
  
43. 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 nomination as United States Magistrate Judge.
  
  
  
  
  
  
  
  
  
  
44. List five individuals as references who are familiar with your abilities and personal character.
  - 1.
  - 2.
  - 3.
  - 4.
  - 5.

**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 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.

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
Date

**THE DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER**