

Criminal Justice Act Panel  
United States District Court for the Northern District of Georgia

Thank you for your interest in becoming a member of the Criminal Justice Act panel for the Northern District of Georgia. The CJA Panel is comprised of attorneys experienced and knowledgeable in federal criminal defense litigation. Although there are many factors considered by the selection committee to determine an applicant's suitability to be added to the Panel, there are several minimum requirements:

- Maintaining an office separate from home
- Completion of CLE relevant to federal criminal defense within the past three years
- Experience in criminal litigation in federal court
- Member in good standing in the United States District Court for the Northern District of Georgia and the Eleventh Circuit Court of Appeals
- Graduation from a law school accredited at the time of degree
- Competency in reviewing electronically-stored discovery

Among the considerations of the selection committee is also maintaining the size of the CJA Panel at a sufficient number to meet the needs of the court, while also assuring that members of the Panel can expect three to five appointments per year, so all qualified applicants may not be accepted.

**Application for Membership on Criminal Justice Act Panel  
United States District Court  
for the  
Northern District of Georgia**

The following application is to be completed by attorneys requesting to represent defendants under the provisions of the Criminal Justice Act ("CJA") of 1964, in the United States District Court for the Northern District of Georgia. Applicants should read and be familiar with the Court's Criminal Justice Act Plan, which is Appendix D to the Local Rules, available on the court website at <http://www.gand.uscourts.gov/local-rules>.

**I. PERSONAL:**

1. Name: \_\_\_\_\_

2. Office Address: \_\_\_\_\_  
\_\_\_\_\_

My office is in the following division of the court:

Atlanta \_\_\_\_\_ Gainesville \_\_\_\_\_ Rome \_\_\_\_\_ Newnan \_\_\_\_\_.

3. Home Address: \_\_\_\_\_  
\_\_\_\_\_

4. Office Telephone: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Other e-mail: \_\_\_\_\_ Fax No: \_\_\_\_\_

**II. EDUCATION**

5. Undergraduate Education and Year Graduated: \_\_\_\_\_

6. Law School and Year Graduated: \_\_\_\_\_

**III. GENERAL INFORMATION**

7. Year Admitted to Georgia Bar: \_\_\_\_\_

8. Other State Bar Memberships and Year Admitted: \_\_\_\_\_  
\_\_\_\_\_

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9. How long have you been engaged in the active practice of law?

\_\_\_\_\_

Describe your legal experience since graduating from law school:

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

10. Date of admission to the United States District Court for the Northern District of Georgia:

\_\_\_\_\_

11. Date of admission to the United States Court of Appeals for the Eleventh Circuit:

\_\_\_\_\_

12. State briefly the nature of your present practice:

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

**IV. TRIAL EXPERIENCE**

13. Indicate your criminal court experience as follows:

(1) Total Federal Criminal cases handled: \_\_\_\_\_

(2) Total and type of federal criminal trials (use additional sheets if necessary):

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

(3) Total state criminal cases handled: \_\_\_\_\_

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(4) Total and type of state criminal trials (use additional sheets if necessary):

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14. Total and types of civil trials:

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15. How many federal habeas corpus petitions have you handled? \_\_\_\_\_

16. How many state habeas corpus petitions have you handled? \_\_\_\_\_

17. How many parole, supervised release, or probation revocation hearings have you handled?

\_\_\_\_\_

18. Would you be willing to accept appointments to represent persons in habeas corpus, Section 2255, parole revocation, or appeals? Yes \_\_\_\_\_ No \_\_\_\_\_

19. List by name the federal judges before whom you have appeared and indicate whether you tried a case or cases to verdict before that judge:

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**V. APPOINTMENT INFORMATION**

20. Are you willing to represent defendants in an extended criminal trial (exceeding 1 week)?  
Yes \_\_\_\_\_ No \_\_\_\_\_

21. Are you willing to work with and supervise less experienced attorneys who would be assigned to your cases for training purposes. Yes \_\_\_\_\_ No \_\_\_\_\_

22. Are you be available for calls during non-office hours should there be an immediate need for an attorney to advise a defendant in custody? Yes \_\_\_\_\_ No \_\_\_\_\_

23. Indicate the divisions of the Court in which you are willing to take cases:

Atlanta \_\_\_\_\_ Gainesville \_\_\_\_\_ Rome \_\_\_\_\_ Newnan \_\_\_\_\_

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24. Are you unwilling to take certain types of cases? Do you prefer certain types of cases? If so, please specify:

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25. List any foreign languages that you speak: \_\_\_\_\_

26. Are you willing to accept appointments without compensation in cases not compensable under the Criminal Justice Act (for example, civil rights actions, Title VII employment discrimination, etc.)? Yes \_\_\_\_ No \_\_\_\_

27. List seminars attended relevant to practicing criminal law in the Federal Court during the past three years. State sponsor, date, location, subject and hours. Specifically identify seminars on federal sentencing.

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28. Do you have sufficient technical knowledge, experience, and capability, including hardware and software, to deal with volumes of electronic discovery (ESI Discovery) in a timely and cost efficient manner? \_\_\_\_ Yes \_\_\_\_ No

If yes, what software and document management tools have you used?

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29. Are you willing to receive four to six felony trial appointments during one year? Yes \_\_\_\_ No \_\_\_\_ . If no, what is the maximum number of cases you are willing to accept during one year? \_\_\_\_\_

**VI. DEATH PENALTY EXPERIENCE**

30. Do you have experience in death penalty cases in state or federal court?  
Yes \_\_\_\_\_ No \_\_\_\_\_. If yes, please fully describe providing names, case numbers,  
whether case went to trial, and whether you were lead counsel.

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**VII. SUPPLEMENTAL INFORMATION**

31. Have you ever been reprimanded or disciplined by any court or by the State Bar of  
Georgia? Yes \_\_\_\_\_ No \_\_\_\_\_

(If the answer is yes, please explain fully.) \_\_\_\_\_

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32. Have you ever contended or admitted that you provided ineffective assistance of counsel  
in a criminal case? Yes \_\_\_\_\_ No \_\_\_\_\_

Has any court determined that you provided ineffective assistance of counsel in a  
criminal case? Yes \_\_\_\_\_ No \_\_\_\_\_

(If the answer is yes to either of the above questions, please explain fully.) \_\_\_\_\_

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33. Please list as references two attorneys who are familiar with your practice. If possible, the references should be attorneys who regularly practice in the United States District Court for the Northern District of Georgia.

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**VIII. CERTIFICATION**

I certify that the above information is true and correct.

Dated: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
GEORGIA BAR NUMBER

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Attorneys are selected to serve on the panel at the pleasure of the Court's Panel Selection Committee to represent indigent defendants. This application only provides information for the use of the Court and the Panel Selection Committee to select members of the panel and does not create an entitlement for participation on the panel or appointment to cases. Those chosen to be listed on the panel will be notified. Additionally, panel attorneys are subject to removal without notification by the Court or the Panel Selection Committee.

I understand and agree that representation of an indigent client upon appointment by the Court is a professional privilege and a duty, subject to the Court's and Panel Selection Committee's complete discretion, and even if I am listed on the panel, I have no "right" to appointment to represent any indigent.

I agree to read and be familiar with the Court's Criminal Justice Act Plan and the Criminal Justice Act, 18 U. S. C. § 3006A.

I certify that I have read and understand the above and agree to it.

Date: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

Please submit completed applications to:

United States District Court  
Honorable Alan J. Baverman  
Chief United States Magistrate Judge  
1885 U.S. Courthouse  
75 Ted Turner Drive, S.W.  
Atlanta, Georgia 30303