

**APPLICATION FOR ADMISSION TO HOUSTON-GALVESTON CJA PANEL**

United States District Court  
Southern District of Texas  
Houston-Galveston Divisions

**I. GENERAL INFORMATION**

A. Name \_\_\_\_\_

B. Name of Firm, Partnership, or Professional Corporation  
\_\_\_\_\_

C. Office Street Address  
\_\_\_\_\_

D. Mailing Address (*if different from above street address*)  
\_\_\_\_\_

E. Office Telephone Number (*include area code*)  
\_\_\_\_\_

F. Cellular Number (*include area code*)  
\_\_\_\_\_

G. E-Mail Address  
\_\_\_\_\_

H. Date of Birth  
\_\_\_\_\_

I. Professional Organizations, Awards, Honors, etc.

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J. Fluency (office capacity) in the following languages

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**II. BAR ADMISSION AND CERTIFICATIONS**

A. State Bar Membership Number \_\_\_\_\_

B. Date Admitted to State Bar of Texas \_\_\_\_\_

C. Date first Admitted to Practice in the United States District Court for the Southern District of Texas \_\_\_\_\_

D. Date first Admitted to Practice in the United States Court of Appeals for the Fifth Circuit (if not admitted, please so state). \_\_\_\_\_

E. Please List All Other Courts In Which You Are Admitted to Practice and Give Dates of Admission  
\_\_\_\_\_

F. Field of Special Interest (appeals, habeas corpus, trial, felony and capital cases)  
\_\_\_\_\_

G. Date and Field of Certification by Texas Board of Legal Specialization  
\_\_\_\_\_

**III. TRIAL EXPERIENCE**

A. Nature of Legal Experience  
  
\_\_\_\_\_

B. Number of Criminal Jury Trials [estimate]

State \_\_\_\_\_ Federal \_\_\_\_\_

C. Number of Criminal Trials to the Court [estimate]

State \_\_\_\_\_ Federal \_\_\_\_\_

D. Number of Hearings or Other Contested Matters [estimate]

\_\_\_\_\_

**IV. APPELLATE EXPERIENCE**

Number of Criminal Appeals Handled

	Briefs Submitted	Oral Arguments
State	_____	_____
Federal	_____	_____

**V. PEER AND COURT REVIEW**

A. List the names of two lawyers, not your partners, associates, or relatives, with whom or against whom you have tried a case in the last three years who may be contacted and who can attest to your competence in criminal law

Name \_\_\_\_\_

Firm or Employer \_\_\_\_\_

Number and Street-Room No.  
Or Building Name-Suite \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Office Phone Number (include area code) \_\_\_\_\_

Name \_\_\_\_\_

Firm or Employer \_\_\_\_\_

Number and Street-Room No.  
Or Building Name-Suite \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Office Phone Number (include area code) \_\_\_\_\_

- B. List the names of two judges before whom you have appeared in a contested matter in the last three years.

Name of Judge \_\_\_\_\_

Name of Court \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_

Court Telephone Number (include area code) \_\_\_\_\_

Name of Judge \_\_\_\_\_

Name of Court \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_

Court Telephone Number (include area code) \_\_\_\_\_

**VI. CONTINUING LEGAL EDUCATION**

List CLE in which you have participated as: (a) attendee or (b) teacher/lecturer in the last three years. (Give course title, sponsor, and date.)

Attendee

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Teacher/Lecturer:

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**VII. GRIEVANCE MATTERS: (Check Appropriate Response)**

A. State whether you have been disbarred, suspended, reprimanded, or otherwise disciplined by any segment of the bar, including, but not limited to, any local, district or state grievance authority of an organized bar. If yes, give full details by attachment to this application.

- Yes  No

B. Do you now have any charges pending against you, either in court or grievance committee, that could result in the filing of a malpractice suit, a grievance committee proceeding, or a suit for disciplinary action? If yes, give full details by attachment to this application.

- Yes  No

C. State whether you have been adjudicated guilty of a serious crime as defined below and whether the adjudication resulted from a plea of guilty or nolo contendere or from a verdict after trial. If yes, give full details by attachment to this application.

For purposes of this application, the term serious crime" shall include any felony. It shall also include any lesser crime, a necessary element of which, as determined by the statutory or common law definition of such crime, involved improper conduct of an attorney, interference with the administration of justice, false swearing, misrepresentation, fraud, willful failure to file income tax returns, deceit, bribery, extortion, misappropriation, theft, or an attempt or a conspiracy or solicitation of another to commit a serious crime.

- Yes  No

**VIII. PETITION AND AUTHORIZATION**

I hereby apply to the Panel Selection Committee for admission to the Criminal Justice Act Panel of the Houston Division of the United States District Court for the Southern District of Texas for a term of three years and if selected for the panel, agree to accept appointments under the Criminal Justice Act.

In making and filing this application, I authorize the Panel Selection Committee to make inquiry of lawyers and judges named herein as to my competence in criminal law. I acknowledge that information received by the Panel Selection Committee will be held in confidence and I waive any right to review statements made to that Committee.

Typed Name of Applicant \_\_\_\_\_

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

Date \_\_\_\_\_

**ADDITIONAL PAGES MAY BE ATTACHED AS NEEDED**

Please Complete Application and E-Mail to:

[Donna\\_Smith@txs.uscourts.gov](mailto:Donna_Smith@txs.uscourts.gov)

If you have any questions, please contact:

Ms. Donna Smith

Judicial Assistant to The Honorable Alfred H. Bennett

Chair, Criminal Justice Act Panel

Houston-Galveston Divisions

(713) 250-5849

**Applications will be accepted September 1, 2023 - October 31, 2023 via E-mail Only.  
Applications received after October 31, 2023, will not be considered.**