

**RENEWAL 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. Professional Organizations, Awards, Honors, etc. (update optional)  
\_\_\_\_\_

I. Fluency (office capacity) in the following languages  
\_\_\_\_\_

**II. BAR ADMISSION AND CERTIFICATIONS**

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

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

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

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

**III. COURT REVIEW**

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

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

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

District \_\_\_\_\_

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

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

District \_\_\_\_\_

**IV. 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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**V. 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, 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 before a grievance committee, that could result in the filing of a malpractice suit, a grievance 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 held in contempt, civil or criminal or ruled to have provided ineffective assistance of counsel in the past three years? If yes, give full details below:

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- D. 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 by 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, conspiracy or solicitation of another to commit a serious crime.

Yes

No

**VI. PETITION AND AUTHORIZATION**

I hereby apply to the Panel Selection Committee for re-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.**