

APPENDIX OF FORMS

FORM 1
ADMISSION INSTRUCTIONS

Instructions for Admission by Verified Application

The accompanying form must be used in applying for admission to the bar of this court pursuant to RCFC 83.1(a)(1)(B)(ii). This form must be duly executed and submitted electronically, along with the items enumerated below, through PACER (Public Access to Court Electronic Records) at www.pacer.gov.

1. A certificate issued within the last 30 days by the clerk of the highest court of any U.S. state, territory, or possession, or the District of Columbia, attesting to your admission to the bar of that court and your good standing therein (**Note: a letter from the bar of your state is NOT acceptable**); and
2. A letter or signed statement from an attorney stating the following:
 - a. The attorney is a member of the bar of this court or of the Supreme Court of the United States;
 - b. The attorney is not related to you;
 - c. You are personally known to the attorney;
 - d. You possess all of the qualifications required for admission here;
 - e. The attorney has examined your application; and
 - f. The attorney affirms that your personal and professional character and standing are good.

Payment must be made electronically in the amount required by the fee schedule posted on the court's website at www.uscfc.uscourts.gov/fee-schedule. Upon successful completion of the admission process, the clerk will send the applicant an e-mail including a hyperlink requesting payment of the admission fee using Pay.gov.

Applications must be complete when submitted.

Admission under this procedure does not require your appearance in person. A certificate will be forwarded to you upon payment of the admission fee.

U.S. Court of Federal Claims
Pro Bono Attorney Referral Program Registration

Attorneys who register for the Pro Bono Attorney Referral Program agree to the following terms:

I am willing to be contacted regarding representation of pro se plaintiffs on a pro bono basis. I understand that by registering for the Pro Bono Attorney Referral Program, I will not be obligated to represent any particular plaintiff. I certify that I have at least five years of civil litigation experience or that I will be supervised by an attorney with at least five years of civil litigation experience.

IN THE MATTER OF THE PETITION OF

(Please print/type your full name on the above line.)

FOR ADMISSION TO PRACTICE IN THE UNITED STATES COURT OF FEDERAL CLAIMS

TO THE CHIEF JUDGE AND JUDGES OF THE UNITED STATES COURT OF FEDERAL CLAIMS:

The petitioner, _____, respectfully shows this court:

That he/she is a resident of the city of _____, the state of _____, and that petitioner on the date of _____ was duly licensed and admitted to practice as an attorney at law in the _____ (highest state court), and is now a member of the bar thereof and in good standing.

WHEREFORE, said petitioner herein prays that he/she may be admitted to practice in the United States Court of Federal Claims in accordance with the laws and rules applicable thereto.

I, _____ DO SOLEMNLY SWEAR (OR AFFIRM) THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES AND THAT I WILL CONDUCT MYSELF IN AN UPRIGHT MANNER AS AN ATTORNEY OF THIS COURT.

I declare (or certify, verify, or state) under penalty of perjury that the foregoing is true and correct. Executed on (date) _____. (28. U.S.C. § 1746)

Signature

Address (including firm if applicable):

Phone: _____

Email: _____

U.S. Court of Federal Claims Pro Bono Attorney Referral Program Registration*

I am willing to be contacted regarding the representation of pro se plaintiffs on a pro bono basis in the following types of cases. By checking the box(es) below, I agree to the terms described in the Admissions Instructions.

Civilian Pay

Takings

Contracts

Tax

Intellectual Property

Unjust Conviction & Imprisonment

Military Claims

Miscellaneous – Other

Native American

* Representation of Vaccine Program Petitioners is not included; representation of those petitioners is governed by 42 U.S.C. §§ 300aa-1 to -34. The Office of Special Masters maintains a list of attorneys (posted on the court’s website at www.uscfc.uscourts.gov/vaccine-programoffice-special-masters) who are willing to accept vaccine injury cases. If you would like to be added to the list, please check here: