

PROCEDURE FOR ASSOCIATION OF COUNSEL PURSUANT TO SCR 42

BOTH SIGNATURES MUST BE IN BLUE INK

THIS APPLICATION IS NOT FOR USE IN FEDERAL COURTS.

DO NOT CHANGE OR OMIT ANY WORDING ON THE APPLICATION.

Original application fee - \$550

Annual renewal fee - \$500

Expedite fee - \$100

Filing the Verified Application with the State Bar of Nevada

- Your application **MUST** be filed with the State Bar of Nevada prior to filing the Motion to Associate with the court.

The application must include the following:

- Original and one (1) copy of the application. **DO NOT CHANGE ANY WORDING ON THE APPLICATION.**
- Original and one (1) copy of a current Certificate(s) of Good Standing from every state, in which applicant has been admitted, this includes inactive status. The Certificate of Good Standing must be issued within the past 30 days.
- Certificates of Good Standing from Federal Courts in which the Petitioner is licensed are not necessary.
- Non-refundable fee of \$550 payable to the State Bar of Nevada.
- ALL questions must be answered. N/A is not an acceptable answer.

Mail your application to: State Bar of Nevada, 3100 W. Charleston Blvd., Ste. 100, Las Vegas, NV 89102.

DO NOT LIST FEDERAL CASES UNDER #11.

Question #11: You must list all prior applications within the past three years which the petitioner has submitted under Nevada SCR 42.

If you are unsure about prior applications, please call 702-317-1424 and we will help you.

Review and Processing

The processor will review your application for completeness. If an application is deficient, it will be returned to Nevada counsel for correction.

Please pay particular attention to the following areas:

- Item 1 This must include the Petitioner's residential address and phone. There are no exceptions.
- Item 12 Please ensure the name on this line corresponds with the signature on the Nevada Counsel consent page.
- Be sure both signatures are in blue ink and are notarized.
- Although we provide captions for each court, please use only the one in which your case is filed. Your Nevada counsel will be able to help with this.

The completed application will be processed within 7 – 10 days of receipt. All original documents will be returned to local counsel accompanied by a State Bar Statement. Among other things, the Statement will indicate the number of previous applications filed in the preceding three years by the applicant.

Expedited Service

For an additional \$100 we will process your completed application within 24 hours. You must call Member Services, 702-317-1424, in advance, if you would like to take advantage of this service to ensure availability of expedited service. Please include a self addressed/prepaid Federal Express envelope if you would like your application returned overnight. If you send a UPS envelope, please provide a contact name and number from your office for us to call when the application is ready. You will need to contact UPS for pick up. Your application will be processed and returned to your Nevada counsel.

Limitations and Burden on Applicant

SCR 42 allows five applications from the petitioner within the past three years. Excess applications must be accompanied by an affidavit setting forth the special circumstances and good cause. The original notarized affidavit plus one (1) copy must be submitted with the original application. We can provide sample affidavits should the need arise.

Motion to Associate

The motion to associate shall be filed with the court where the cause is pending by the Nevada counsel associated with the applicant, together with proof of service by mail of a copy of the motion on all parties in accordance with Nevada Rules of Civil Procedure. Nevada counsel must move the court for an order granting the applicant's admission.

The motion must include the following exhibits:

- Original Application
- Original Certificate(s) of Good Standing
- Original State Bar Statement

Order Admitting to Practice

Nevada counsel must serve upon the State Bar of Nevada a file-stamped copy of the order *granting or denying* the admission within 30 days. You may fax it to 702-382-2075.

Renewal of Application

We will mail an invoice to the out-of-state counsel approximately 30 days prior to the due date. The Nevada counsel will be copied on any late notices.

On or before the anniversary date of the filing of the verified application with the State Bar of Nevada, the Nevada counsel of record must certify to the State Bar of Nevada, whether:

- (a) the out-of-state counsel continues to act as counsel in the cause; or
- (b) such cause has been fully adjudicated.

Any out-of-state counsel who continues to act as counsel in the cause shall remit to the State Bar of Nevada an annual \$500 fee within thirty (30) days of the anniversary date. Your anniversary date is the date the application was received at the State Bar of Nevada. Please calendar this date.

Failure to Renew

Pursuant to SCR 42 (10), any out-of-state counsel who continues to act as counsel in a cause and fails to pay the renewal fees as set forth in SCR 42 (9), shall be suspended from appearance in any cause upon expiration of a period of thirty (30) days after the anniversary date.

Please direct questions to Mary Jorgensen, 702-317-1424, 800-254-2797.

Mailing address:

State Bar of Nevada
3100 W. Charleston Blvd., Ste. 100
Las Vegas, NV89102

VAPP

**DISTRICT COURT
CLARK COUNTY, NEVADA**

| | | |
|------------|---|-----------|
| |) | |
| |) | |
| Plaintiff, |) | |
| |) | Case No. |
| vs. |) | Dept. No. |
| |) | |
| |) | |
| Defendant. |) | |
| _____ |) | |

**VERIFIED APPLICATION FOR ASSOCIATION
OF COUNSEL UNDER NEVADA SUPREME COURT RULE 42**

_____, Petitioner, respectfully represents:
First Middle Name Last

1. Petitioner resides at _____
Street Address

_____, _____, _____, _____
City County State Zip Code

() _____
Telephone

2. Petitioner is an attorney at law and a member of the law firm of: _____

with offices at _____
Street Address

_____, _____, _____, _____
City County State Zip Code

() _____
Telephone Email

3. Petitioner has been retained personally or as a member of the above named law firm by _____
_____ to provide legal representation in
connection with the above-entitled matter now pending before the above referenced court.

4. Since _____ of _____, petitioner has been, and presently is, a member of good standing of
the bar of the highest court of the State of _____ where petitioner regularly practices
law.

5. Petitioner was admitted to practice before the following United States District Courts, United
States Circuit Courts of Appeal, the Supreme Court of the United States, and/or courts of other states
on the dates indicated for each, and is presently a member in good standing of the bars of said Courts:

DATE ADMITTED

6. Is Petitioner currently suspended or disbarred in any court? You must answer yes or no. If yes,
give particulars; e.g., court, jurisdiction, date: _____

7. Is Petitioner currently subject to any disciplinary proceedings by any organization with authority
at law? You must answer yes or no. If yes, give particulars, e.g. court, discipline authority, date,
status: _____

8. Has Petitioner ever received public discipline including, but not limited to, suspension or disbarment, by any organization with authority to discipline attorneys at law? You must answer yes or no. If yes, give particulars, e.g. court, discipline authority, date, status: _____

9. Has Petitioner ever had any certificate or privilege to appear and practice before any regulatory administrative body suspended or revoked? You must answer yes or no. If yes, give particulars, e.g. date, administrative body, date of suspension or reinstatement: _____

10. Has Petitioner, either by resignation, withdrawal, or otherwise, ever terminated or attempted to terminate Petitioner's office as an attorney in order to avoid administrative, disciplinary, disbarment, or suspension proceedings? You must answer yes or no. If yes, give particulars: _____

11. Petitioner has filed the following application(s) to appear as counsel under Nevada Supreme Court Rule 42 during the past three (3) years in the following matters, if none, indicate so: (*do not include Federal Pro Hacs*)

| <u>Date of Application</u> | <u>Cause</u> | <u>Title of Court Administrative Body or Arbitrator</u> | <u>Was Application Granted or Denied?</u> |
|----------------------------|--------------|---|---|
| _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ |

(If necessary, please attach a statement of additional applications)

12. Nevada Counsel of Record for Petition in this matter is:

(must be the same as the signature on the Nevada Counsel consent page)

First Name Middle Name Last Name NV Bar #

who has offices at _____
Firm Name/Company

Street Address City County

_____, (_____) _____
Zip Code Phone Number

13. The following accurately represents the names and addresses of each party in this matter, WHETHER OR NOT REPRESENTED BY COUNSEL, and the names and addresses of each counsel of record who appeared for said parties: (You may attach as an Exhibit if necessary.)

| NAME | MAILING ADDRESS |
|-------|-----------------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

14. Petitioner agrees to comply with the provisions of Nevada Supreme Court Rule 42(3) and (13) and Petitioner consents to the jurisdiction of the courts and disciplinary boards of the State of Nevada in accordance with provisions as set forth in SCR 42(3) and (13). Petitioner respectfully requests that Petitioner be admitted to practice in the above-entitled court FOR THE PURPOSES OF THIS MATTER ONLY.

15. Petitioner has disclosed in writing to the client that the applicant is not admitted to practice in this jurisdiction and that the client has consented to such representation.

BEFORE THE

STATE OF NEVADA

IN THE MATTER OF _____) Docket No.
)
) VERIFIED APPLICATION FOR
) ASSOCIATION OF COUNSEL UNDER
) NEVADA SUPREME COURT RULE 42
)
_____)

_____, Petitioner, respectfully represents:
First Middle Name Last

1. Petitioner resides at _____
Street Address
_____, _____, _____
City County State
_____, ()
Zip Code Telephone

2. Petitioner is an attorney at law and a member of the law firm of _____

with offices at _____
Street Address
_____, _____, _____
City County State
_____, ()
Zip Telephone Email

CASE NO.

IN THE JUSTICE COURT, _____ TOWNSHIP
COUNTY OF _____, STATE OF NEVADA

v.

)
)
)
) VERIFIED APPLICATION FOR
) ASSOCIATION OF COUNSEL UNDER
) NEVADA SUPREME COURT RULE 42
)
)
)

_____, Petitioner, respectfully represents:
First Middle Name Last

1. Petitioner resides at _____
Street Address

_____, _____, _____
City County State

_____, (_____) _____
Zip Code Telephone

2. Petitioner is an attorney at law and a member of the law firm of

with offices at _____
Street Address

_____, _____, _____
City County State

_____, (_____) _____, _____.
Zip Telephone Email

CASE NO.

DEPT NO.

**IN THE _____ JUDICIAL DISTRICT COURT OF
THE STATE OF NEVADA
IN AND FOR THE COUNTY OF _____**

vs.

**VERIFIED APPLICATION FOR
ASSOCIATION OF COUNSEL UNDER
NEVADA SUPREME COURT RULE 42**

)
)
)
)
)
)
)
)

_____, Petitioner, respectfully represents:

First Middle Name Last

1. Petitioner resides at _____
Street Address

_____, _____, _____
City County State

_____, (_____) _____
Zip Code Telephone

2. Petitioner is an attorney at law and a member of the law firm of

with offices at _____
Street Address

_____, _____, _____
City County State

_____, (_____) _____, _____
Zip Telephone Email

IN THE SECOND JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA
IN AND FOR THE COUNTY OF WASHOE

Plaintiff,

Case No.

vs.

Dept. No.

Defendant.

_____ /

**VERIFIED APPLICATION FOR ASSOCIATION OF COUNSEL UNDER
NEVADA SUPREME COURT RULE 42**

_____, Petitioner, respectfully represents:

First Middle Name Last

1. Petitioner resides at _____
Street Address

_____, _____, _____
City County State

_____, () _____
Zip Code Telephone

2. Petitioner is an attorney at law and a member of the law firm of

with offices at _____
Street Address

_____, _____, _____
City County State

_____, () _____
Zip Telephone Email