



UNITED STATES DISTRICT COURT

WESTERN DISTRICT OF WASHINGTON
OFFICE OF THE CLERK
U.S. COURTHOUSE, LOBBY LEVEL
700 STEWART STREET
SEATTLE, WASHINGTON 98101
(206) 370-8400

RAVI SUBRAMANIAN
District Court Executive
Clerk of Court

ERIC SMITS
Chief Deputy Clerk

INSTRUCTIONS FOR COMPLETION OF PETITION FOR ADMISSION TO PRACTICE

Complete and submit the fillable Petition for Admission to Practice, which includes:

- Petition to Practice.
- Self-administered Oath of Attorney (signed and dated by the Petitioner as an Officer of the Court).
- Certificate of Recommendations – to be completed by members of our bar who reside or maintain a physical office within the Western District of Washington.
- Court's Electronic Case Filing (ECF) system Agreement.

Submit completed Petition for Admission to Practice by uploading to pacer.uscourts.gov as directed on the [Attorney Admissions](#) page (see [Attorney Admissions Guide](#)).

Upon successful review of the Petition for Admission, an email will be generated with instructions to pay the \$249 admission fee via pacer.uscourts.gov.

Once payment is received, an admissions confirmation will be emailed, followed by a Certificate of Admission.

For questions, please contact the attorney admissions clerk.

Phone: 206-370-8433

E-mail: WAWD_Admissions@wawd.uscourts.gov



PETITION FOR ADMISSION TO PRACTICE

COMES NOW _____, Washington
States Bar ID Number _____, and respectfully petitions the above-entitled court
for admission to practice before the Bar of this Court. In support of said petition, the
Petitioner states as follows:

Petitioner's residence address is:

Petitioner's firm name is:

Petitioner's business address is: (include suite number, city, state & zip code)

Petitioner's primary e-mail address is: _____

Business telephone number with area code is: _____

From the time of Petitioner's admission by the Supreme Court of Washington on
_____, Petitioner has been engaged in the practice of
law at _____ (city & State).

Petitioner submits herewith the certificates of two reputable members of the Bar of
the above-entitled Court, setting forth what said members know of Petitioner's experience.
Petitioner certifies that he/she has read the Federal Rules of Civil and Criminal Procedures
and the Local Rules of the above Court.

Wherefore, Petitioner herein respectfully petitions that he/she be admitted to practice
before the Bar of the United States District Court for the Western District of Washington.



OATH OF ATTORNEY

I solemnly swear that I will support and defend the Constitution and the laws of the United States of America against all enemies, foreign and domestic; that I will and faithfully discharge my duties as a lawyer, counselor, and proctor of this Court; and that I will maintain the respect due to the courts of justice and judicial officers and I will demean myself uprightly and accordingly to law and recognized standards of ethics of the legal profession.

Petitioner herein, being first duly sworn, on oath depose and say: That he/she has read the foregoing petition and that the facts stated therein are true of Petitioner's own knowledge.

I, _____, declare under penalty of perjury under the laws of the State of Washington and the United States, that the foregoing is true and correct to the best of my knowledge and belief.

DATED this _____ day of _____ 20__.

Petitioner's Signature

, WSBA No. _____



CERTIFICATE OF RECOMMENDATION

I, the undersigned _____,
Washington State Bar Number _____ hereby certify that: I am admitted to
practice as a member of the Bar of this Court. I also reside or maintain a physical office within
the Western District of Washington. I have known _____
personally for _____ years (or _____ months), and Petitioner is a person of good
moral character. I recommend the admission of the Petitioner to the Bar of this Court.

Your Signature

Firm Name: _____

Firm Address: _____

Phone: _____

E-mail: _____



CERTIFICATE OF RECOMMENDATION

I, the undersigned _____,
Washington State Bar Number _____ hereby certify that: I am admitted to
practice as a member of the Bar of this Court. I also reside or maintain a physical office within
the Western District of Washington. I have known _____
personally for _____ years (or _____ months), and Petitioner is a person of good
moral character. I recommend the admission of the Petitioner to the Bar of this Court.

Your Signature

Firm Name: _____

Firm Address: _____

Phone: _____

E-mail: _____



**ATTORNEY REGISTRATION
FORM
for the
ELECTRONIC CASE FILING SYSTEM
(CM/ECF)**

Last Name: _____ **First Name:** _____ **Middle :** _____

Attorney Bar # and State: _____

By submitting this registration form, the undersigned understands and agrees to the following:

1. The CM/ECF system is to be used for filing and reviewing electronic documents, docket sheets, and notices.
2. The PACER password combined with your login, serves as your signature under Federal Rule of Civil Procedure 11 and 5(d)(3)(C). Therefore, you are responsible for protecting and securing this password against unauthorized use.
3. If you have any reason to suspect that your password has been compromised in any way, you are responsible for immediately notifying the court. Court staff will assess the risk and advise accordingly.
4. By signing this Registration Form, **you consent to receive notice electronically and waive your right to receive notice by personal service or first-class mail pursuant to Federal Rule of Civil Procedure 5(b)(2)(C), except with regard to service of a complaint and summons.** This provision does include electronic notice of the entry of an order or judgment.
5. You will continue to access court information via the Western District of Washington's internet site or through the Public Access to Court Electronic Records (PACER) system. After January 27, 2020, a PACER login and password, will be required to electronically file. You can register for PACER access at their web site: www.pacer.gov.
6. By completion of this registration, the undersigned agrees to abide by the rules and regulations in the most recent General Order, the Electronic Filing Procedures developed by the Clerk's Office, and any changes or additions that may be made to such administrative procedures in the future.

Signature (Type "s/" and your name)

Date Signed