

**APPLICATION FOR CIRCUIT OR ASSOCIATE CIRCUIT JUDGE  
31<sup>st</sup> CIRCUIT JUDICIAL COMMISSION  
GREENE COUNTY, MISSOURI (as adopted June 8, 2009)**

***COVER PAGE CONTAINING PERSONAL OR CONFIDENTIAL INFORMATION***

\*Full Name:

SSN:

Missouri Bar Number:

\*Date of Birth:

\*Residence Address:

Office Address:

Telephone Numbers: *(Please designate by underline or italics which number should be used should you be selected for the panel.)*

Office:

Cell:

Home:

Facsimile number:

E-mail:

**\* NOTE: If the applicant is selected as one of the nominees, the applicant's name, birth date and city of residence will be made public in the news release announcing the nominees.**

**APPLICATION OF (name) \_\_\_\_\_**  
**FOR CIRCUIT OR ASSOCIATE CIRCUIT JUDGE**  
**31<sup>st</sup> CIRCUIT JUDICIAL COMMISSION**  
**GREENE COUNTY, MISSOURI (as adopted June 8, 2009)**

***RESPONSES TO THESE QUESTIONS WILL BE MADE PUBLIC IF THE APPLICANT IS NOMINATED.***

**NOTE – Please submit seven (7) paper copies with attachments.**

1. Present principal occupation and title:
  
2. What is your age?
  
3. (a) How many years have you been a citizen of the United States?  
  
(b) How long have you been a Greene County resident?  
  
(c) How many consecutive years immediately preceding your application have you been a qualified voter of Missouri?
  
4. State the date you were admitted to The Missouri Bar and whether your license is in good standing. If not, explain in detail.
  
5. List any other states, courts, or agencies in which you are licensed as an attorney.
  
6. (a) State the name and address of all colleges and universities attended, other than law school, together with the dates and degrees received.  
  
(b) List/describe any college or university activities, scholastic achievements and other awards or honors you think are relevant to the commission's decision.  
  
(c) Attach a certified copy of college, university and law school transcripts here, or have the institutions send transcripts direct to the contact person.

7. (a) State the name and address of all law schools attended together with the dates and degrees received.  
  
(b) List/describe any law school activities, scholastic achievements and other awards or honors you think are relevant to the commission's decision.
8. State, in chronological order (starting with the earliest employment) (a) significant non-law-related employment prior to law school and (b) all employment from the beginning of law school to the present. To the extent reasonably available to you, include the name and address of each employer and the dates of employment, and, for legal employment, describe the positions you have held, e.g., associate, partner, law clerk, general counsel.
9. If you were a student at any school from which you were suspended, placed on probation, or expelled by school authorities, for any reason, describe the circumstances.
10. Describe the nature of your experience in trial and appellate courts and explain how they demonstrate the quality of your legal work. (*You either may take as much space as you need here or attach your response on separate sheets*). Include in your response:
  - a) **Appellate Experience:** Please include a representative list of cases you have briefed and/or argued (if you are a judge, include representative cases from your practice prior to your judicial appointment) including, to the extent reasonably available to you, the style, date, and court and, if published, the citation; identify the client(s) you represented and opposing counsel; give a one-paragraph description of the case and your role.
  - b) **Trial-Level Experience:** Please include a representative list of cases and/or administrative hearings you have handled (if you are a judge, include representative cases from your practice prior to your judicial appointment) including, to the extent reasonably available to you, the style, date, and court; identify who you represented and opposing counsel; state whether the case was

disposed of following a jury trial, bench trial or at what other stage; give a one-paragraph description of the case and your role.

- c) **Judicial Experience:** If you are a judge, commissioner, or are serving or have served in other judicial capacity, please describe the nature and extent of your judicial responsibilities, including the dates you have served as a judge at each level, the types of dockets you have handled, and any special expertise you have developed that you believe is relevant to your qualifications for the position for which you are applying.

11. (a) Describe any additional legal experience that you believe may be relevant to the commission's decision, including clients by category that you have represented.

(b) Describe any non-legal experience that you believe may be relevant to the commission's decision.

12. List all bar associations and other professional societies of which you are a member, with any offices held and dates.

13. (a) List any professional articles or books authored by you that have been published or any special recognition or award of a professional nature you have received.

(b) List any other articles, reports, letters to the editor, editorial pieces, or other material authored by you that have been published within the last five (5) years.

14. List all professional, business, fraternal, scholarly, civic, charitable, or other organizations in which you have significantly participated. Provide dates of

membership or participation, and indicate any office you held. Include clubs, working groups, advisory or editorial boards, panels, committees, conferences, or publications.

15. Do you now hold or have you ever held an elective or an appointive public office or position? If yes, provide details.
  
16. Please list any client(s) or organization(s) for which you performed lobbying activities and describe the lobbying activities you performed on behalf of such client(s) or organization(s).
  
17. Provide the branches and dates of (a) military service or (b) other public service not otherwise disclosed in this application. If discharged from the military, state whether the discharge was other than honorable.
  
18. State whether you are able, with or without a reasonable accommodation, to perform the essential functions of being a trial judge.
  
19. Were you ever refused admission to the bar of Missouri or the bar of another state or the federal courts? If yes, provide details.
  
20. Have you ever been disciplined, admonished or cited for breach of ethics or professional conduct by the Supreme Court of Missouri or by any court or bar association or committee thereof? If yes, provide details.
  
21. If you are or were a member of the judiciary of the State of Missouri, please state:

- a) Whether an order of discipline ever has been entered against you by the Supreme Court of Missouri for breach of the Code of Judicial Conduct or the Canons of Judicial Conduct. If yes, provide details.
  - b) Whether a reprimand or admonition ever has been entered against you by the Commission on Retirement, Removal and Discipline for any of the causes specified in Supreme Court Rule 12.07. If yes, provide details.
22. Have you have ever been held in contempt of court? If yes, provide details.
22. Have you ever been sued by a client or been a party to any other litigation, other than as guardian ad litem, plaintiff ad litem, or defendant ad litem?
- If your answer is yes, state the style of the case, where it was filed, and explain in detail. If you are a judge and you have been sued in your judicial capacity, list only those cases where you are or were other than a nominal party.
23. Have you ever been convicted or received a suspended imposition of sentence for a felony or misdemeanor in state, federal or military court? *(Note that this question does not require that traffic offenses or other infractions be listed.)*
- If your answer is yes, state the style of the case, where it was filed, and explain in detail.
24. Are you delinquent in the payment of any federal, state, county or city taxes? If yes, provide details.
25. You must attach to this application one writing sample of your choice. The only rule, limitation or instruction is that you must indicate whether it was edited by anyone else, and if so, to what degree.

26. List/describe any additional honors or awards you have received, activities you have performed, or any other information not set out above that demonstrates the quality of your work as an attorney or that you otherwise believe is relevant to the commission's decision.

Please list the names of *five* persons whom you will ask to provide letters of reference for you with respect to your judicial qualifications. Do **not** list as a reference a judge of the court involved. As to each of the (5) references, **please provide name, title, mailing address, telephone and e-mail address.** *Please note that it is your responsibility to contact your references* and to see that they send the requested letters in a timely manner and in accordance with the Guidelines for References.

***AUTHORIZATION FOR RELEASE OF AND CERTIFICATION  
OF ACCURACY OF INFORMATION***

By my signature on this form, I certify that all statements made in my application and attachments thereto are correct and that if I am selected by the commission and appointed to the office for which I seek appointment, I will accept the appointment, qualify, and promptly enter upon the performance of the duties of that office as provided by law.

By my signature to this form, I further authorize (1) the commission by its chairperson to obtain relevant information, including but not limited to documents, records, and files about me from educational, law enforcement and disciplinary authorities and from employers and others who may have control of any documents, records, or other information pertaining to my application and suitability for the appointment I am seeking, and (2) the commission and its members to make such additional inquiries and to receive and share amongst themselves such additional information they shall deem appropriate in determining my qualifications for the position for which I seek appointment and the accuracy of my responses to the questions in this application and in otherwise fulfilling its duties. The information obtained under (1) and (2) above shall be made available only to the members of the Thirty-First Circuit Judicial Commission as necessary to perform their duties.

Notwithstanding the above, by my signature on this form, and in accordance with Supreme Court Rule 10, if I am one of the three nominees listed on the certificate of nomination sent to the governor, I authorize the commission to: (1) send a complete copy of this application and attachments to the governor and (2) publicly release a copy of the application and attachments, so as to inform the public as to my qualifications for the position for which I am applying, and thereby waive any objections and rights I have with reference to the privacy of all information contained in the answers and attachments to this form, with the exception of the cover page (which contains personal and confidential identifying addresses, telephone numbers and similar information).

This authorization shall remain in full force and effect until revoked by me in writing.

By: \_\_\_\_\_

Dated: \_\_\_\_\_