

**Application to the Appellate Judicial Commission**  
***Judge Sheffield vacancy***  
**Missouri Court of Appeals**

***Cover Page Containing Personal or Confidential Information***  
***(for commission use only)***

\*Full Name:

SSN:

Missouri Bar Number:

\*Date of Birth:

Address of Residence:

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:

E-mail:

OPTIONAL INFORMATION FOR DEMOGRAPHIC PURPOSES:

What is your gender?

Do you identify as a racial minority?

**\* NOTE: If the applicant is selected as one of the nominees for either or both of these vacancies, the applicant's name and birth year will be made public in the news release announcing the nominees.**

**Application of \_\_\_\_\_**  
(name)

**to the Appellate Judicial Commission  
*Judge Sheffield vacancy*  
Missouri Court of Appeals**

***Responses to these questions, including any attachments thereto, will be made public if the applicant is nominated for this vacancy.***

1. State your principal occupation, place of work, and job title:
  
2. Provide answer the following questions concerning your eligibility for this position:
  - (a) Have you been a citizen of the United States for at least 15 years?
  
  - (b) Have you been a qualified voter of Missouri for at least nine consecutive years immediately preceding your application?
  
  - (c) Are you at least 30 years of age?
  
3. List each state, court, or agency in which you are licensed as an attorney, and, for each, the date you were admitted, your bar number, and whether your license is in good standing. If any license is not in good standing, explain.
  
4. *Other than* law school:
  - (a) State the name and address of all colleges and universities attended, 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) If, as a student, you were suspended, placed on probation, or expelled by school authorities for any reason, describe the circumstances.
5. Provide your law school background:
- (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.
- (c) If, as a student, you were suspended, placed on probation, or expelled by school authorities for any reason, describe the circumstances.
6. State, in chronological order (starting with the earliest employment), your *significant non-law-related employment*. To the extent reasonably available to you, include the name and address of each employer along with the dates of employment; the position held; whether the employment was full-time, part-time, or seasonal; and the reason the employment ceased.
7. State, in chronological order (starting with the earliest employment), *all law-related employment*. To the extent reasonably available to you, include the name and address of each employer along with the dates of employment; the position held (e.g., associate, partner, law clerk, general counsel); and the reason the employment ceased.

8. Describe the nature of your experience in trial and appellate courts and explain how such experience demonstrates the quality of your legal work. *(You may take as much space as you need here. It is your responsibility to redact any confidential information.)* Include in your response:
- (a) **Appellate Experience:** 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; and give a one-paragraph description of the case and your role.
  - (b) **Trial-Level Experience:** 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; and 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, 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 believe is relevant to your qualifications for the position for which you are applying.
9. Describe any additional legal experience you believe may be relevant to the commission's decision (e.g., work as a law professor, in government, as corporate or other legal counsel, etc.).
10. List all bar associations and other professional societies of which you are or have been a member, with any offices held and dates.
11. Describe your efforts (e.g., work on bar committees, pro bono efforts, CLEs presented, etc.) to contribute to the improvement of the law, the legal system and the administration of justice.

12. List your community activities, including any organizations not listed elsewhere with which you are affiliated.
13. Describe your activities (e.g., speeches, presentations, educational activities, etc.) undertaken to further public understanding of and respect for courts and the judicial system and to promote access to justice for all.
14. List any published professional articles or books you have authored.
15. List any special recognition or award of a professional nature you have received.
16. Do you now hold or have you ever held an elective or appointive public office or position? If yes, provide details.
17. Provide the branches and dates of any (a) military service and (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 an appellate judge, including participating in oral argument; performing legal research; communicating clearly and effectively, both orally and in writing; supervising the lower courts; serving on court committees and performing other administrative functions; and expeditiously deciding issues coming before the court.
19. Were you ever refused admission to a bar of any state or federal court? If yes, provide details.
20. Have you ever been disciplined, admonished or cited for a breach of ethics or professional conduct 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, 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.*

23. 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 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.*

24. Have you ever pleaded guilty to, been convicted of or received a suspended imposition of sentence for a felony or misdemeanor in any state, federal or military court? *(Note: This question does not require minor traffic offenses or other infractions to be listed.)*

*If yes, state the style of the case, where it was filed, and explain in detail.*

25. Have you ever been delinquent in the payment of any federal, state, county or city taxes?

*If yes, provide details.*

26. *List below* – then attach to this application – at least one, but not more than three, writing samples that comply with the requirements set out in the instructions for applicants:
  
27. List/describe any additional honors or awards you have received, activities you have performed, or any other information not set out above demonstrating the quality of your work as an attorney or otherwise 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 five references, **please provide name, title, mailing address, telephone and e-mail address.**

***The commission may not accept or consider letters from any additional persons beyond the five references listed in this application.***

***Please note it is your responsibility to contact your references.*** If you intend to use as a reference a federal judge or other individual who only can provide a reference upon a specific request by the interviewing authority, please advise the commission, and it will send that reference such a request.

Provide your references with the attached Guidelines for References. The commission must ***receive*** your letters of reference, **via e-mail** to [SDJudgeVacancy@courts.mo.gov](mailto:SDJudgeVacancy@courts.mo.gov), no later than **5 p.m. Wednesday, August 6, 2025.**