



**JESSICA J. LYUBLANOVITS**  
CLERK OF COURT  
100 NORTH PALAFOX STREET  
PENSACOLA, FLORIDA 32502-5858  
850.435.8440  
850.433.5972 FAX

**UNITED STATES DISTRICT  
NORTHERN DISTRICT OF FLORIDA  
OFFICE OF THE CLERK**

**RICHARD MILDENBERGER**  
CHIEF DEPUTY CLERK  
111 NORTH ADAMS STREET  
TALLAHASSEE, FLORIDA 32301-7717  
850.521.3501  
850.521.3656 FAX

Visit our web site at <http://www.flnd.uscourts.gov>

**2018 Eleventh Circuit Judicial Conference  
Instructions for Admission to the Bar of the  
Northern District of Florida**

Please complete the attached form if you are attending the 2018 Eleventh Circuit Judicial Conference and would like to be admitted to the Northern District of Florida Bar during the bar admissions ceremony on May 5, 2018.

The deadline for applications is **March 1, 2018**. You are responsible for submitting a complete application, including payment of the admission fee.

**Admission Requirements:**

1. Upgraded individual PACER account
2. A member in good standing with the Florida Bar
3. Successful completion of the online Attorney Admission Tutorial exam (<http://www.flnd.uscourts.gov/content/attorney-admission-tutorial>)
4. Completion of CM/ECF online tutorials (<https://www.pacer.gov/ecfcbt/dc3/>)
5. Admission fee: \$201

After your application and admission fee have been received, you will receive an email confirmation with a copy of your receipt.

At the conclusion of the ceremony, you must go to [www.pacer.gov](http://www.pacer.gov) to submit an attorney admission registration request in order to receive e-filing access. Detailed instructions are on our website [www.flnd.uscourts.gov](http://www.flnd.uscourts.gov) under the Attorney Admission tab.

If you have questions regarding the admission procedures for the conference, please contact the attorney admission clerk in the Pensacola Clerk's Office at (850) 470-8127.

**RETAIN A COPY OF ALL DOCUMENTS FOR FUTURE REFERENCE**

---

*The mission of the Office of the Clerk of the Northern District of Florida is to provide superior service the public and the Court.*

---

Gainesville Division  
401 SE 1<sup>st</sup> Avenue, Suite 243  
Gainesville, Florida 32601  
352.380.2400  
352.380.2424 FAX

Pensacola Division  
100 North Palafox Street  
Pensacola, Florida 32502  
850.435.8440  
850.433.5972 FAX

Tallahassee Division  
111 North Adams Street  
Tallahassee, Florida 32301  
850.521.3501  
850.521.3656 FAX

Panama City Division  
30 West Government Street  
Panama City, Florida 32401  
850.769.4556  
850.769.7528 FAX

**2018 ELEVENTH CIRCUIT JUDICIAL CONFERENCE**

**UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF FLORIDA**

**BAR ADMISSION APPLICATION**

**I. Attorney Information:**

_____				_____	
Last Name	First Name	Middle Name	Generation	Florida Bar Number	
_____				_____	
Firm Name				Attorney E-Mail Address	
_____				_____	
Firm Street Address			City	State	Zip Code
_____				_____	
Firm Mailing Address (i.e. P.O. Box)			City	State	Zip Code
_____				_____	
Office Phone Number				Office Fax Number	

**II. Completion of Tutorials (Please check appropriate item):**

*Both tutorials are required by ND/FL L.R. 11.1(E). No waiver or exceptions will be allowed.*

\_\_\_\_\_ I have completed the following tutorials:

On-line Attorney Admission Tutorial

Date tutorial completed: \_\_\_\_\_

Confirmation Number: \_\_\_\_\_

CM/ECF Tutorial

Date tutorial completed: \_\_\_\_\_

**III. Bar Membership Credentials:**

\_\_\_\_\_ I am in good standing with The Florida Bar.

Date Admitted \_\_\_\_\_

**IV. Attachments to the Petition:**

- a. Attach the admission fee of **\$201.00** payable to “Clerk, U.S. District Court.” (\$20.00 of this fee will be deposited into the Federal Bench and Bar Fund of the Court.) Any attorney representing the United States or the State of Florida, and who is an employee of the United States or the State of Florida, respectively, is exempt from paying the admission fee.

**Under penalty of perjury and subject to the provisions of the special rules governing the admission, I hereby apply for admission to practice in the United States District Court for the Northern District of Florida.**

---

Signature

---

Date

**Please return the completed application to:**

**Clerk, U.S. District Court  
Attn: Attorney Admissions  
100 N. Palafox Street  
Pensacola, FL 32502**

*\*\*\*Once your application form and admission fee have been received, an email confirmation will be sent to the email address you provided. \*\*\**