

United States Courts for the Second Circuit
Application for Position of United States Bankruptcy Judge

**APPLICATION FOR POSITION OF
UNITED STATES BANKRUPTCY JUDGE IN THE
SOUTHERN DISTRICT OF NEW YORK**

I. GENERAL INFORMATION

1. Full name:
2. All other names by which you have been known:
3. Present occupation, name of employer and title:
4. Office address and direct phone number:
5. Home address, phone number, cell phone number(s) and email address:
6. Place and date of birth:
7. Length of residence in New York State:
8. If you are a naturalized citizen, please state the date and place of naturalization:
9. Spouse's name:
10. Spouse's occupation:
If spouse is an attorney, will he/she practice before the bankruptcy court if you are appointed bankruptcy judge?
11. Are you related by blood or marriage to any Member of the Second Circuit Judicial Council, Judge of the Court of Appeals for the Second Circuit or a Judge of the United States District Court for the Southern District of New York? If so, give their name(s) and relationship:
12. If you served in the United States Military, provide branch, dates of service, rank and type of discharge:

II. HEALTH

13. Do you have any physical or mental impairment that could impact the performance of your duties as a bankruptcy judge?
14. The Judiciary is responsive to the provisions of the Americans with Disabilities Act of 1990. If you answered yes to the prior question, what accommodation(s) do you require to fully perform the functions of bankruptcy judge? Provide details:

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III. EMPLOYMENT HISTORY

15. IN REVERSE CHRONOLOGICAL ORDER, list all self-employment, law firms, public agencies and private business or non-profit organizations by which you have been employed or with which you have been associated. Provide the following for each:
- a. Firm/organization name, address and telephone number
 - b. Title of your position(s), eg: Associate, Partner, of Counsel and dates of position held
 - c. Dates of employment
 - d. Name of your supervisor(s) or other point(s) of contact and their current telephone no.

IV. EDUCATION

16. IN REVERSE CHRONOLOGICAL ORDER, list all law schools, professional schools, colleges and universities you attended. Provide the following for each:
- a. Institution's name
 - b. Graduation date
 - c. Degree(s) conferred
 - d. Class standing
 - e. Honors (Law Review, Awards, Moot Court)
17. Were you a member of any Law Review? Provide journal name(s), positions and dates:
18. Did you write a note? Was it published? Please provide citation for publication
19. List all Continuing Legal Education courses completed within the last five years.

V. PROFESSIONAL ADMISSIONS

20. List all courts, state bar admissions and administrative entities having special admission requirements in which you are presently admitted to practice. Provide the following for each:
- a. Name of Court/State Bar/Administrative Entity
 - b. Address and telephone number
 - c. Date of Admission

VI. PROFESSIONAL EXPERIENCE HISTORY

21. Describe the general nature of your current legal practice. Please include any legal specialties which you possess and the characteristics of your typical clients. Additionally, if your practice is substantially different now than previously, provide the same information with respect to your prior practice.
22. What percentage of your Courtroom appearances in the past five years were in:
Bankruptcy _____%

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Civil _____ %
Criminal _____ %
Administrative _____ %
Other _____ %

23. During the past five years:
- a. What percentage of your practice has been trial practice? _____ %
 - b. How many times per month have you appeared in court? _____
 - c. How many times per month have you appeared at administrative hearings? _____
 - d. What percentage of your practice involving litigation has been:
 - Bankruptcy _____ %
 - Civil _____ %
 - Criminal _____ %
 - Administrative _____ %
 - Other _____ %
24. Have you served as a trustee or other court-appointed officer in bankruptcy matters? If so, provide the approximate number of such cases and list the more important matters in which you served.
25. Please identify not more than ten cases you tried to conclusion in courts of record. State briefly for each case:
- a. Your role in the case
 - b. The issues presented and the decision of the court and for which party
 - c. Name, current address and telephone of your adversary(ies) and co-counsel
 - d. Name, current address and telephone of the judge(s) before whom you appeared
 - e. Provide citations of any reported cases
26. Please identify up to five appeals you have handled to conclusion in district and appellate courts during the past five years. State briefly for each case:
- a. Your role in the appeal
 - b. The issues presented and the decision of the court and for which party
 - c. Name, current address and telephone of your adversary(ies) and co-counsel
 - d. Name, current address and telephone of the judge(s) before whom you appeared
 - e. Provide citations of any reported cases
27. Please provide the following information regarding any courses, legal or non-legal, you have taught:
- a. Name of institution
 - b. Names of courses taught
 - c. Dates of courses taught
 - d. Name of Supervisor at teaching institution. Please include an address and telephone number.

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VII. HONORS

28. IN REVERSE CHRONOLOGICAL ORDER, list any honors, prizes or awards you have received:
- a. College
 - b. Law School
 - c. Post-law school and graduate school

VIII. PUBLICATIONS

29. Other than a Law Review note, have you published any legal books or articles? Please list and provide citations and dates:

IX. PUBLIC OFFICE

30. Have you ever campaigned for, or held, public office? Provide details:
31. Have you ever held judicial office or been a candidate for judicial office? Provide the following for each:
- a. The courts involved
 - b. Dates of your service
 - c. Dates of candidacy
32. Have you ever held quasi-judicial service? Provide the following for each:
- a. The name of the agency
 - b. What issues were addressed
 - c. Number of cases adjudicated
 - d. Dates of your service

X. BUSINESS INVOLVEMENT

33. Are you now an officer, director or otherwise engaged in the management of any business enterprise? Provide the following details:
- a. The name of any such enterprise
 - b. The nature of the business
 - c. The nature of your duties
 - d. Will you resign the position upon appointment to judicial office?
34. Since being admitted to the Bar, have you ever engaged in any occupation, business or profession other than the practice of law? Provide details, including relevant dates.
35. State whether during the past five years you have received any fees or compensation of any

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kind, other than for legal services rendered, from any business enterprise, institution, organization or association of any kind. Provide the following details:

- a. Identify the source of any such compensation
- b. The nature of the business enterprise, institution, organization or association involved
- c. Dates such compensation was paid

XI. DISCIPLINARY PROCEEDINGS/ OFFENSES

If you affirmatively answer the following series of questions (numbers 34- 44) provide specific, relevant details including, but not limited to, the following:

- a. Name(s) of lawsuit
 - b. Docket number
 - c. Court of record or disciplinary authority
 - d. Parties of record and relevant dates
 - e. Explain the final judgment
36. Have you ever been arrested, charged or convicted for violation of any federal law, state law, county or municipal law, regulation or ordinance? Do not include traffic violations for which a fine of \$200 or less was imposed unless it also included a jail sentence.
37. Have you, to your knowledge, ever been the subject of federal, state or local investigation for possible violation of a criminal nature?
38. Have you ever been sued by a client? If so, please provide name of case, docket number and outcome.
39. Have you ever been involved as a party to any criminal, civil or administrative litigation?
40. Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association or other professional group?
41. Without regard to the outcome, to your knowledge, has there ever been a complaint against you by any court, administrative agency, bar association or other professional group? If so, name of proceeding, docket number and location.
42. Have you ever been charged, or investigated to determine if you should be charged, with misconduct, incompetence, unsatisfactory performance of duty or violation of law?
43. Have you, to you knowledge, ever been found not qualified for any public position by any court, administrative agency, bar association or other professional group?
44. Have you ever been disciplined or terminated, or resigned to avoid possible termination, by any public or private employer, law firm or any other entity because of misconduct, incompetence

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or unsatisfactory performance?

45. Have you ever resigned from, or for other reasons ceased to be a member of, the bar or bench of any state or court in any jurisdiction, a member of any governmental body, a hearing officer or the holder of any similar position?
46. To your knowledge, do you have any unanswered summonses, traffic tickets or notice of infraction against you by any federal, state or local authorities?

XII. TAXES

47. To the best of your knowledge, are you in compliance with the tax laws of the federal government and state, county and community of which you are a resident?
48. Have you timely filed appropriate tax returns as required by federal, state, local and other government authorities?
49. Has a tax lien or other collection procedure ever been instituted against you by federal, state, local and other government authorities?

XIII. PERSONAL FINANCES

50. Are there any unsatisfied judgments against you? Provide dates, nature and amount of judgment.
51. Are you in default in the performance or discharge of any duty or obligation imposed upon you by decree or order of any court or administrative agency, including alimony/maintenance and support order decrees? If so, please explain.
52. Have you ever made an assignment for the benefit of creditors? If so, please explain.
53. Has any petition in bankruptcy ever been filed by or against you? If so, provide date, docket number, court where filed and disposition.

XIV. PROFESSIONAL AND OTHER ACTIVITIES

54. List all bar associations and legal professional societies of which you are a member. Give the titles and dates of any office you have held in such groups and list the committees to which you belonged.
55. List all organization and clubs, other than bar associations and professional societies identified in response to question number 52 of which you have been a member during the past ten years, including the titles and dates of any offices you held in such organization.

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56. Describe your civic, philanthropic, community, social or public service activities during the past five years, including any posts or offices you held and honors or awards you received.

XV. SUPPLEMENTAL INFORMATION

57. Do any clubs or private associations to which you belong discriminate against women or minorities? If yes, please advise whether you intend to remain a member.
58. In 500 words or less, state any achievements or actions you have accomplished, demonstrating your commitment to equal justice under the law.
59. In 500 words or less, state any additional education or other experiences you believe would assist you in holding judicial office.
60. State any other pertinent information reflecting positively or adversely on you which you believe should be disclosed to the Court of Appeals, the Judicial Council and the selection panel in connection with your possible nomination as United States Bankruptcy Judge.
61. Give the names and current phone numbers of at least five (5) but not more than eight (8) persons (excluding relatives) as references who are familiar with your professional work and abilities and with your personal character, stating how long and in what capacity each has known you. Provide the following for each:
- a. Name and relationship
 - b. Address and telephone number
 - c. Period of acquaintance

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Confidentiality Statement

This application will be kept confidential and will be examined only by members of the Merit Selection Panel, the Circuit Executive, Judges of the Judicial Council, and the Judges of the United States Court of Appeals for the Second Circuit. The individuals whom you have listed as references may be contacted by the Panel. If you do not wish employers, co-workers, adversaries, colleagues or others (such as physicians and hospitals) to be contacted, please indicate by a check mark, ____ .

If you wish to withhold your consent to such contacts until such time as you may be considered a potential finalist for the position, and in that event, consent to such contacts, please indicate by a check mark ____ .

Date

Signature of Candidate

Your complete application package must include the following:

- **The original, completed application;**
- **Your writing sample of no more than 10 pages;**
- **Six copies of both the application and writing sample each copy on three-holed drilled paper;**
- **Do not staple, bind or use notebooks to organize the package. Use of binder clips is acceptable;**
- **One flashdrive or CDROM containing both the application and writing sample as PDF documents;**
- **Completed applications must be received no later than noon EST on Friday, March 27, 2015, without exception.**

Send to:

**Mailing address:
Office of the Circuit Executive
Thurgood Marshall United States Courthouse
40 Foley Square, Room 2904
New York, New York 10007**

N.B. If you change your address, or if anything occurs that would affect your answers to this application, notice of such change should be sent to Circuit Executive Karen Greve Milton.