

Local Rule 83-6 - *Pro Hac Vice* Admission

(a) Authority to Represent Parties in a Case. An attorney who is not a member of the bar of the court may represent parties in a case if the nonmember has paid the required *pro hac vice* admission fee to the clerk of court and been granted leave by the court to appear *pro hac vice* in the case.

(b) Application for *Pro Hac Vice* Admission. An attorney seeking *pro hac vice* admission must complete the process and procedure for *pro hac vice* admission in PACER, which includes requesting access to the courts Electronic Case Filing System (ECF).

(c) Motion Requesting *Pro Hac Vice* Admission. Upon completing the requirements in subsection (b), an attorney seeking *pro hac vice* admission must pay the applicable fee and file a motion in the relevant case which includes the following:

(1) Admission Status. The motion must include a statement indicating that the attorney requesting admission is admitted to practice, currently in active status, and in good standing as an attorney in another United States court or the highest court of any state.

(2) Disciplinary History. The motion must include a statement indicating whether the attorney requesting admission is currently or has ever been disbarred or suspended from practice before any court, department, bureau or commission of any state or the United States, or has ever received a reprimand or been subject to other disciplinary action from any such court, department, bureau or commission pertaining to conduct or fitness as a member of the bar.

(3) Certification as to Standards of Conduct. The attorney requesting admission must certify that he or she has reviewed the *Seventh Circuit Standards of Professional Conduct* and the Local Rules of the court, including the Rules of Disciplinary Enforcement, and will abide by these rules.

(d) Form of Filing *Pro Hac Vice* Motion. A motion requesting *pro hac vice* admission may be filed by the attorney seeking admission. After completing the PACER process, the motion must be filed in ECF within 2 business days.

(e) Local Counsel. The court may require an attorney residing outside the district to retain, as local counsel, a member of the court's bar who resides in the district.

Note: Amended November 8, 2021, to reflect procedural changes associated with the court's adoption of the NextGen CM/ECF system.