

## APPLICATION FOR CANDIDATES FOR MAGISTRATE

Date of Application:

Position applied for:

**NOTE TO APPLICANT #1: Please submit ONE cover page that includes your Social Security Number, for the purpose of performing a criminal background check.**

**NOTE TO APPLICANT #2: Please include a current photograph with each copy of the application you submit.**

### GENERAL

1. Name:
2. Mailing address:  
  
Business address:  
  
Email address:
3. Date of Birth:
4. Town of Residence:
5. Telephone Nos. Home: Business: Cell:
6. Years in which resided in State of Vermont:

### EDUCATION

7. List colleges and law schools, dates attended, and degrees or credits received:
  
  
  
  
  
  
  
  
  
8. Academic honors at the college or law school level, if any:

9. If you clerked for admission to the bar instead of attending law school, please state the dates and for whom you clerked.

**PROFESSIONAL ADMISSIONS**

- 10a. List all courts (including state bar admissions) and administrative bodies having special admission requirements in which you are presently admitted or have previously been admitted to practice, giving the date of admission in each case.

Date of Admission:  
Date of Admission:  
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Date of Admission:

- 10b. Has your license to practice in any jurisdiction been suspended, revoked, or limited at any time. If so, please provide the date(s) and circumstances that led to such action.

## EMPLOYMENT HISTORY

- 11. State the names, addresses, dates and positions held for all legal jobs you have had, including public interest or private law firms with which you have been associated in practice, government agencies, corporations, law schools, colleges, universities, or other private organizations by which you have been employed, and periods you have practiced as a sole practitioner, including any occupations, business, or professions pursued since being admitted to the bar.**
- 12. Please state the names, addresses, dates and positions held for any other full time employment since college graduation.**

## **LEGAL EMPLOYMENT AND EXPERIENCE**

**13a. Describe the general nature of your current practice, or legally related employment, including any legal specialties which you possess; additionally, if your practice is substantially different now than previously, please give details of your prior practice.**

**13b. Please describe your professional experience in each of the following legal arenas: family, civil, criminal, probate, juvenile, municipal, environmental or other.**

**14. During the past ten years what percentage of your practice has involved litigation, including motions, hearings, appellate arguments, administrative hearings, trials, and other contested hearings?**

**15. During the past ten years what percentage of your litigation practice has involved each of the following:**

- a. family matters**
- b. juvenile matters**
- c. civil matters**
- d. criminal matters**
- e. probate**
- f. administrative**
- g. municipal**
- h. environmental**
- i. other**

**A. Estimate how many contested cases you have tried to conclusion before the following decision makers over the past five years:**

- a. a jury**
- b. a judge**
- c. a hearing officer, board, commission or administrative law judge**

**B. Estimate how many cases you have begun, but not concluded, before the following decision makers over the past five years:**

- a. a jury**
- b. a judge**
- c. a hearing officer, board, commission or administrative law judge**

- C. In the space below, describe your specific responsibilities in the trials noted in 16A and 16B.**

**16.**

- A. Estimate the percentage of your total court time spent in each of the above courts over the last ten years.**

- a. criminal**
- b. family**
- c. civil**
- d. probate**
- e. federal trial**
- f. federal appellate**
- g. Vermont Supreme Court**
- h. administrative body**
- i. environmental court**
- j. other court**

**17. Please describe your professional experience in each of the following areas:**

- a. academics, including teaching, presentations, seminars**

- b. management, including business, law firm, human relations, or other**

c. mediation, arbitration, or other dispute resolution

d. writing, including articles, journals, books, etc.

#### **JUDICIAL EXPERIENCE**

18. Have you ever held judicial office? If so, please state your position, the name of the court(s) and dates of your service.
19. Have you ever served as an Acting Judge or Acting Magistrate in the Vermont court system? If so, please state the courts to which you have been assigned, approximate dates and the approximate number of assignments you have had.
20. Have you ever served as an arbitrator, hearing officer, administrative law judge, or other administrative decision maker? If so, please describe the service and the approximate number of assignments you have had.

21. Please state any quasi-judicial boards or commissions on which you have served, including the name(s) of the agency(ies) for which you served, the position(s) held, the issues under your jurisdiction, and the dates of such service.
22. Calculating all of your judicial or quasi-judicial experience, approximately how many times have you:
- a. prepared a written decision on a contested matter
  - b. issued an oral decision on a contested matter
  - c. handled motions or other contested proceedings
  - d. conducted an evidentiary hearing or proceeding

#### **PUBLICATIONS**

23. If you have published any books or articles not identified in response to previous questions, please list them, giving titles, citations, and dates.

#### **PROFESSIONAL, CIVIL AND PUBLIC SERVICE**

24. If you have experience as a member of any administrative, legislative, judicial, or regulatory boards, commissions, study committees, or agencies, or any private, corporate or non-profit boards, please list them, giving names and dates served.



- 25. If you have served as an appointed or elected official in any local, county, state, or federal government position, please provide details and dates.**
- 26. Please list all Bar associations and professional societies of which you are a member, give the titles and dates of any office which you may have held in such groups, and identify committees in which you were active.**
- 27. List any honors, prizes or awards you have received, including the name of the award, the organization granting it, and the date of the award.**

- 28. Please list all other non-profit, community, service, or such other organizations, of which you have been a board member during the past ten years, including the titles and dates of any offices which you have held in each such organization, or any significant volunteer experience.**

**BUSINESS INVOLVEMENT**

- 29. If you are now an officer, director, or otherwise engaged in the management of any business enterprise, (including a law firm), state the name of such enterprise, the nature of the business, the nature of your duties, and whether you intend to resign such position immediately upon your appointment to judicial office.**
- 30. State whether during the past five years you have received any fees or compensation of any kind, with a value in excess of \$500.00, other than for legal services rendered, from any business enterprise, institution, or association of any kind. If so, identify the source of such compensation, the nature of the business enterprise, institution, organization or association involved, and the dates such compensation was paid.**

31. List sources, amounts and dates of all anticipated receipts from deferred income arrangements, stock options, uncompleted contracts and other future benefits which you expect to derive from legal or previous business relationships, professional services, firm membership, former employers, clients or customers. Please describe the arrangements you have made to be compensated in the future for any financial, legal, or business interest if you are appointed to judicial office.
33. Do you have any plans, commitments, or agreements to pursue outside employment, with or without compensation, during your service to the Court? If so, please explain.

#### **CONFLICTS**

34. Do you have any significant personal relationship(s) which in your view might present conflicts of interest in the position you are seeking? If so, please explain.

- 35. Explain how you will resolve any potential conflict of interest, including the procedure you will follow in determining these areas of concern. Identify the categories of litigation and financial arrangements that are likely to present potential conflicts of interest during your initial service if you are appointed to the position for which you are applying.**

**FINANCIAL**

- 36. List sources and amounts of all income received by you during the calendar year preceding your application and for the current calendar year, including all salaries, fees, dividends, interest, gifts, rents, royalties, patents, honoraria, and other items exceeding \$500.00 in value. You need not identify each individual client who may have paid you a fee.**
- 37. Provide complete a current financial statement using the attached sheet on page 18.**

## **MISCELLANEOUS**

- 38. Have you ever been arrested, charged, held, or convicted by federal, state or other law enforcement authorities for a violation of any federal law, state law, or county or municipal law, regulation or ordinance? If so, please give details. Do not include traffic violations for which a fine of \$150 or less was imposed, unless it also included a jail sentence. NOTE TO APPLICANT: The Judicial Nominating Board conducts a criminal background check on every applicant.**
- 39. Have you ever been sued? If so, please provide details about the case and its disposition.**
- 40. Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice? If so, please give particulars, including the amounts paid.**

- 41. Have you ever been disciplined for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association, professional group, or Professional Conduct or Responsibility Board in any jurisdiction? If so, please provide details.**
- 42. Were all your taxes (federal, state and local) current (i.e., filed and paid) as of the date of this application?**
- 43. Has a tax lien or other collection procedure (including receipt of balance due notices) ever been instituted against you by any federal, state, or local tax authority? If so, please explain and describe the outcome.**
- 44. Have you ever been the subject of any audit, investigation, or inquiry for either federal, state or local taxes? If so, give full details.**

**45. Have you ever declared bankruptcy? If so, give details.**

**JUDICIAL OFFICE QUESTIONS**

**46. Please describe a legal case or experience you believe illustrates your ability to success as a Magistrate in handling complicated family and social dynamics.**

**47. How has your legal experience prepared you for the specific challenge of serving as a Magistrate?**

**48. Please describe your specific familiarity with Vermont's child support statutes.**

**49. Please attach a representative writing sample appropriate for the position for which you are applying. (Maximum of 10 pages.)**

**49a. In the space below, please explain why you selected this writing sample.**



**50. List the names, addresses, e-mail addresses, and phone numbers of at least four, but no more than six persons, of whom inquiry may be made by the Judicial Nominating Board. Please include at least two professional adversaries. Please describe how each named reference knows you.**

***Please be advised that Judicial Nominating Board rules permit Board members to contact non-references for additional information about applicants.***

## FINANCIAL STATEMENT

### NET WORTH

Please complete this financial statement, which should include all assets and liabilities of yours, your spouse, and other immediate members of your household.

#### ASSETS

Cash on hand and in banks \$ \_\_\_\_\_  
Securities \$ \_\_\_\_\_  
Real estate owned \$ \_\_\_\_\_  
Accounts and notes receivable \$ \_\_\_\_\_  
Autos & other tangible property \$ \_\_\_\_\_  
Other assets \$ \_\_\_\_\_

**TOTAL ASSETS** \$ \_\_\_\_\_

#### LIABILITIES

Real estate mortgages \$ \_\_\_\_\_  
Credit cards or personal loans \$ \_\_\_\_\_  
Other Secured notes \$ \_\_\_\_\_  
Other unsecured notes \$ \_\_\_\_\_  
Accounts and bills due \$ \_\_\_\_\_  
Unpaid taxes \$ \_\_\_\_\_  
Other debts \$ \_\_\_\_\_

**TOTAL LIABILITIES** \$ \_\_\_\_\_

**TOTAL NET WORTH: \$ \_\_\_\_\_**

Please explain in the space below any non-real estate liabilities exceeding \$10,000.

**AFFIDAVIT**

\_\_\_\_\_, being first duly sworn, deposes and says that all of the information I have provided in this Application is true.

\_\_\_\_\_  
Signature of Candidate

STATE OF VERMONT                    )  
\_\_\_\_\_ COUNTY, SS)

At \_\_\_\_\_, in said County, \_\_\_\_\_ personally appeared and subscribed and swore to the truth of the above before me this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

**WAIVER**

I hereby waive my right to privacy as it relates to the Judicial Nominating Board of any information I have provided herein, including the right of the Board to freely communicate with any names listed on my reference sheet with the understanding that any information will be held in confidence by the Board. I hereby authorize the custodian of any records or information to permit the examination or receipt of such information, whether written or oral, by the Judicial Nominating Board. I also understand and agree that if my name is forwarded to the Governor's office it will be accompanied by this full application.

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

\_\_\_\_\_  
Signature of Candidate