



THE FLORIDA BAR
INTERNATIONAL LAW SECTION

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BOARD LIAISON

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EXECUTIVE COUNCIL

Terms Expiring 2015

Gerald B. Cope, Jr., Miami
Darren R. Latham, Jacksonville
Penelope Perez-Kelly, Orlando
Rafael R. Ribeiro, Miami
Jacqueline Villalba, Miami

Terms Expiring 2016

Philip Buhler, Jacksonville
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Professor Manuel A. Gomez, Miami
Luis S. Konski, Miami
Carlos F. Osorio, Miami
Ricardo H. Puente, Coral Gables
Clarissa A. Rodriguez, Miami
Pamella A. Seay, Port Charlotte

Terms Expiring 2017

Gary E. Davidson, Miami
Christopher N. Johnson, Miami
Regan N. Kruse, Miami
James M. Meyer, Miami
Laura M. Reich, Miami
Katherine A. Sanoja, Miami

PERMANENT EX-OFFICIO

Samuel R. Mandelbaum, Tampa

PROGRAM ADMINISTRATOR

Angie Froelich, Tallahassee
afroelich@flabar.org

February 25, 2015

Re: Agenda, Executive Council Meeting, February 26, 2015

Dear Executive Council Members and Committee Chairs,

The International Law Section Executive Council meeting will take place on Thursday, February 26, 2015 at **4:30 p.m.** at Hogan Lovells, 600 Brickell Avenue, Suite 2700, Miami, Florida 33131.

The agenda and supporting documents for this meeting are attached.

The conference call information is listed below.

Toll-free number: 888-376-5050

Conference Code: 1563821345 and #

Customer Service: 866-640-5038

THURSDAY, FEBRUARY 26, 2015

4:30 p.m. – 6:30 p.m. Executive Council Meeting
Hosted by Hogan Lovells

6:30 p.m. – 8:30 p.m. ILAT Opening Reception
Hosted by Hogan Lovells

FRIDAY, FEBRUARY 27, 2015

8:00 a.m. – 5:30 p.m. International Litigation, Arbitration & Transactions (ILAT) Conference (1915R)
Conrad Miami, 1395 Brickell Avenue, Miami, FL 33131, (305) 503-6500

5:30 p.m. – 7:30 p.m. ILAT Closing Reception
Sponsored by Platinum Sponsor Tower Legal Solutions

SATURDAY, FEBRUARY 28, 2015

9:00 a.m. – 6:00 p.m. Pre-Moot VIS Competition
JAMS, 600 Brickell Avenue, Suite 2600, Miami, Florida 33131

I look forward to seeing you in Miami.

Peter A. Quinter
2014-15 ILS Chair





THE FLORIDA BAR
INTERNATIONAL LAW SECTION

AGENDA

Thursday, February 26, 2015

Hogan Lovells, 600 Brickell Avenue, Suite 2700, Miami, Florida 33131.

*4:30 p.m. – 6:30 p.m. • ILS Executive Council Meeting
6:30 p.m. – 8:30 p.m. • ILAT Opening Reception*

- I. Call To Order** – Peter A. Quinter, Chair
- II. Secretary Report** – Alvin F. Lindsay III, Secretary
 - a. Consideration of Minutes – September 20, 2014 (**Attachment A**)
- III. Treasurer Report** – Arnoldo B. Lacayo, Treasurer
 - a. Financial Statement – January, 2015 (**Attachment B**)
 - b. Sponsorships (**Attachment B**)
- IV. General Matters**
 - a. Cuba Conference, November 13-14, 2014
 - b. Cuba Seminar/Reception, February 18, 2015
 - c. Proposed Havana, Cuba Trip, May, 2015
 - d. Joint ILS/Florida Bar Program in Havana, Cuba, November, 2015
 - e. Barcelona Trip – Eduardo Palmer, Chair-elect
 - f. Annual Convention Schedule (**Attachment C**)
 - g. Award to José Manuel Godínez Samperio
 - h. Proposed Conference – Lucius Smejda
 - i. Joint Retreat with Business Law Section, Labor Day Weekend, 2015
 - j. VIS, Saturday, February 28, 2015
 - k. ILS Certification (**Attachment D**)
 - l. Foreign Legal Consultant – Yine Rodriguez (**Attachment E**)
 - m. Membership
 - n. Committee Reports (**Attachment F**)
- V. Chair's Report**
 - a. State of Section
- VI. Next Executive Council Meeting**
 - a. June 26, 2015, Annual Convention, Boca Raton Resort & Club
- VII. Informational**
 - a. *6:30 p.m. – 8:30 p.m. • ILAT Opening Reception*
- VIII. Meeting Adjournment**



**THE FLORIDA BAR
INTERNATIONAL LAW SECTION**

MINUTES OF ILS RETREAT MEETINGS

Saturday, September 20, 2014

*Planning Meetings • 8:30 a.m. – 11:00 a.m. & 4:00 p.m. – 6:00 p.m. • Amalfi
Boca Raton Resort & Club, 501 E. Camino Real, Boca Raton, FL 33432*

I. Call To Order

- a. Peter A. Quinter, Chair, welcomed the attendees to the 2014 retreat and the attendees introduced themselves.

II. Joint Retreat with Business Law Section

- a. John Copeland of the Business Law Section presented on the BLS's upcoming retreat in Naples and he and the Honorable Gerald Cope provided some history on the ILS and BLS as well as the BLS philosophy on attracting new members and students. The BLS retreat is always on Labor Day and attracts as many as 395 attendees. The cost is approximately \$500 per attendee which includes food and CLE, but not the hotel. This year the ILS membership will be invited to attend, and there was discussion on a possible joint retreat in 2016. It was moved and approved by acclamation that the ILS would "enthusiastically accept the BLS invitation to join the 2015 retreat." Gustavo Lamelas and Lucius Smejda volunteered to work with the BLS on this event.

III. Board of Governors Meetings

- a. David Prather from The Florida Bar Board of Governors presented about the Board and how its meetings are conducted.

IV. Secretary Report

- a. Alvin F. Lindsay, Secretary, presented the minutes from the June 27, 2014 meeting, which were approved.

V. Foreign Legal Consultants

- a. Yine Rodriguez presented on Foreign Legal Consultants and the committee to review FLC applications. She explained how the FLC process works. Jacqueline Villalba and Quinn Smith volunteered to join the committee. The idea is to look for ways to make the FLC application process faster and easier.

VI. Keynote Presentation – Miami International Airport

- a. Mr. Irving Fourcand, Director of Protocol and International Affairs, Miami International Airport, provided the day's keynote speech addressing MIA and how protocol works for foreign dignitaries coming through the airport. Among other aspects of his excellent presentation, Mr. Fourcand noted that Miami is the number 3 destination in the nation for diplomatic conferences, and MIA is the number 1 airport with a protocol office.

VII. Cuba 2014 Conference

- a. Antonio Zamora and Carlos Loumiet spoke on the upcoming Cuba 2014 Conference and discussion followed on how to promote attendance.

VIII. Miami-Dade County Courthouse

- a. There was discussion regarding the status of the old courthouse and on the attendees' thoughts regarding a new Miami-Dade courthouse.

IX. Board Certification

- a. There was discussion regarding board certification for international lawyers, the status of an International Litigation and Arbitration sub-certification, and the possibility of creating a training program for the certification exam.

X. IBT/ILAC Conference

- a. Robert Becerra, Luis Konski and James Meyer led a discussion on the new consolidated format of the IBT and ILAC conferences. For the first time these conferences will be merged as one and held together this year at the Conrad Hotel in Miami on February 27. There will be a meeting at Fowler White on September 30 at 5:30 p.m. for the steering committee.

XI. Membership

- a. There was discussion regarding membership and how to become active in the Section. The Chair's welcome letter, becoming a member on-line, and a membership welcome package were all discussed.

XII. Committee Reports

- a. The following committee reports were then presented by the following people:
 - i. *ILS Gazette* – Kristen Deborah
 - ii. NAFTA – Lucius Smejda
 - iii. 2014-2015 Budget – Arnoldo Lacayo

XIII. Website

- a. Section Chair Peter Quinter then brought up the Section's redesigned website and discussed the importance of submitting member accomplishments so they may be recognized on the site.

XIV. Inter-Bar Relationships

- a. Yine Rodriguez then discussed the Barcelona Bar and the possibility fo a reciprocal internship program. Ms. Rodriguez will be attending a Barcelona Bar meeting in Barcelona on October 18-20.
- b. There was then a discussion of possibly rekindling and reenergizing our relationships with other bar associations including Sao Paulo, Paris, and the Inter-American Bar Association. Lucas Smejda volunteered to chair a committee on bar relationships.

XV. Law Schools

- a. There was a discussion on law school relationships and contacts. Professor Darin Lathan volunteered to draft a welcome letter to law school contacts. Clarissa Rodriguez volunteered to draft a note for the *Gazette* about alumni networks.

XVI. Closing Remarks and Adjournment

- a. Section Chair Peter Quinter gave closing remarks noting the success of the day and providing information on the dinner that evening. The meeting was then adjourned.



International Law Section 2014 – 2015

JANUARY 2015 Section – Financial Statement

Beginning Fiscal Year Fund Balance	\$127,070
Total Revenue	\$105,906
Total Expenses	\$79,706
Current Fund Balance	\$153,270*

* See attached Statement of Operations

International Law Section Membership

Current Membership	1,031
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	January 2015 Actuals	YTD 14-15 Actuals	Budget	Percent Budget
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Total International Law

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31431 Sect Dues	150	40,300	43,750	92.11
31432 Affil Dues	70	2,100	825	254.55

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Total Dues Income Net

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	220	42,400	44,575	95.12
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32001 Registrations

	0	12,384	0	*
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32191 CLE Courses

	-38	896	1,000	89.60
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32205 Compact Disc

	0	1,127	0	*
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32293 Sect Differential

	0	50	5,000	1.00
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32301 Course Materials

	0	60	0	*
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34701 Newsletter Sub.

	0	0	250	0.00
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35201 Sponsorships

	10,500	51,500	100,000	51.50
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35709 Foreign Program Rev

	0	0	5,000	0.00
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35721 Rtrt/Registration

	0	0	3,000	0.00
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37701 Newsletter Advertisi

	0	0	1,000	0.00
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38499 Investment Alloc

	-167	-2,511	4,171	-60.20
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39999 Miscellaneous

	0	0	500	0.00
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Other Income

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	10,295	63,506	119,921	52.96
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Total Revenues

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	10,515	105,906	164,496	64.38
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36998 Credit Card Fees

	95	529	350	151.14
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51101 Employee Travel

	-1,145	2,224	3,417	65.09
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61201 Equip Rental

	125	125	0	*
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71001 Phone/Direct

	113	464	1,000	46.40
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71005 Internet Charges

	113	113	550	20.55
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75401 Express Mail

	0	21	0	*
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84001 Postage

	70	113	1,500	7.53
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84002 Printing

	0	329	250	131.60
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84007 Membership

	0	0	100	0.00
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84009 Supplies

	38	222	250	88.80
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84010 Photocopying

	22	38	250	15.20
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84019 ILQ Printing

	0	0	5,000	0.00
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84020 ILQ Freelance Editor

	3,600	3,600	10,000	36.00
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84051 Officers Travel Exp

	0	0	1,000	0.00
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84052 Mtg Travel Exp

	0	1,488	1,500	99.20
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84053 Out Of State Travel

	0	0	3,000	0.00
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84054 CLE Speaker Exp

	0	0	3,000	0.00
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84061 Reception

	743	743	1,500	49.53
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84101 Committee Exp

	0	25	500	5.00
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84201 Board Or Council Mtg

	0	6	1,000	0.60
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84202 Annual Mtg

	0	0	9,000	0.00
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84204 Midyear Mtg

	0	0	7,000	0.00
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84205 Section Service Prog

	-20	13	6,000	0.22
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84209 Retreat

	0	4,926	5,000	98.52
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84236 Foreign Program Exp

	0	0	10,000	0.00
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84256 Audio Taping/Tech

	0	3,151	0	*
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Report : 1 of 1
Program : YAZAPFR
User id : JSmith

Unaudited Statement of Operations
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Page : 2  
Date : 2/19/15  
Time : 9:36:50

|  | January<br>2015 | YTD<br>14-15 |        |                   |
|--|-----------------|--------------|--------|-------------------|
|  | Actuals         | Actuals      | Budget | Percent<br>Budget |

Total International Law

=====

|                           |       |        |        |        |
|---------------------------|-------|--------|--------|--------|
| 84301 Awards              | 0     | 50     | 3,000  | 1.67   |
| 84422 Website             | 0     | 1,658  | 8,000  | 20.73  |
| 84522 Intl Arb Pre-Comp   | 0     | 0      | 15,000 | 0.00   |
| 84701 Council Of Sections | 300   | 300    | 300    | 100.00 |
| 84991 Special Projects    | 0     | 500    | 4,000  | 12.50  |
| 84998 Operating Reserve   | 0     | 0      | 12,598 | 0.00   |
| 84999 Miscellaneous       | 0     | 0      | 500    | 0.00   |
| 85030 Spons Exp           | 0     | 10,000 | 24,000 | 41.67  |
| 86432 Time Taping Editing | 0     | 2,730  | 0      | *      |
| 88241 Outline Prt-Inhouse | 0     | 3      | 0      | *      |
| 88252 Course Credit Fee   | 0     | 0      | 150    | 0.00   |
| 88262 Mtg Meals           | 4,076 | 5,989  | 0      | *      |
| 88263 Mtg Hospitality     | 9,211 | 11,124 | 0      | *      |
| 88265 Refreshment Breaks  | 3,532 | 3,532  | 0      | *      |
| 88270 Mtg Rms/Attrition   | 1,790 | 1,790  | 0      | *      |
| 88281 A/V Ctr Dup/Prod    | 0     | 105    | 0      | *      |

Total Operating Expenses

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22,663 55,911 138,715 40.31

31433 Section Mgmt Fee

70 15,103 15,313 98.63

86431 Mtgs Admin

0 110 1,660 6.63

86543 Graphics & Art

500 7,845 7,049 111.29

86623 Registrars

132 737 0 \*

Total TFB Support Services

-----  
702 23,795 24,022 99.06

**Total Expenses**

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23,365 **79,706** 162,737 48.98

Net Operations

-----  
-12,850 26,200 1,759 1,489.48

21001 Fund Balance

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0 **127,070** 139,039 91.39

**Total Current Fund Balance**

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-12,850 **153,270** 140,798 108.86

\* \* \* \* \* End of listing \* \* \* \* \*

# ILS SPONSORSHIP ANALYSIS 2008-2015

| <u>Firm Name</u>                            | <u>2008-2009</u>   | <u>2009-2010</u>    | <u>2010-2011</u>   | <u>2011-2012</u>   | <u>2012-2013</u>   | <u>2013-2014</u>   | <u>2014-2015</u>   | <u>Total Collected</u> |
|---------------------------------------------|--------------------|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------|------------------------|
| Aballi Milne Kalil PA                       |                    |                     | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$37,500.00            |
| Alvarez & Marsal                            |                    |                     |                    |                    | \$2,500.00         | \$2,500.00         |                    | \$5,000.00             |
| Akerman LLP                                 |                    |                     |                    |                    |                    |                    | \$2,500.00         |                        |
| Appleby Global                              |                    |                     |                    | \$2,500.00         |                    |                    |                    | \$2,500.00             |
| Arias Fabrega & Fabrega                     |                    |                     |                    | \$2,500.00         |                    |                    |                    | \$2,500.00             |
| Astigarraga Davis                           | \$5,000.00         | \$7,500.00          | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$50,000.00            |
| Berger & Singerman (8140001)                |                    |                     | \$2,500.00         |                    |                    |                    |                    | \$2,500.00             |
| Bilzin Sumberg                              | \$5,000.00         |                     |                    | \$5,000.00         | \$5,000.00         | \$5,000.00         | \$2,500.00         | \$22,500.00            |
| Bryan Cave                                  |                    |                     |                    |                    |                    |                    | \$2,500.00         | \$2,500.00             |
| C. Lewis & Company LLP                      | \$5,000.00         | \$2,500.00          |                    |                    |                    |                    |                    | \$7,500.00             |
| Carrillo y Asociados                        |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| CCBC (Chamber of Commerce Brazil Canada)    |                    | \$7,500.00          |                    | \$7,500.00         | \$7,500.00         | \$7,500.00         |                    | \$37,500.00            |
| Concepcion, Martinez & Bellido              | \$5,000.00         | \$3,000.00          | \$5,000.00         | \$2,500.00         | \$2,500.00         |                    | \$2,500.00         | \$20,500.00            |
| Devine Goodman                              |                    |                     |                    |                    | \$5,000.00         | \$5,000.00         |                    | \$10,000.00            |
| Diaz Reus                                   | \$5,000.00         |                     |                    |                    |                    |                    |                    | \$5,000.00             |
| DLA Piper (259517)                          |                    |                     |                    | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$30,000.00            |
| Eduardo Palmer P.A.                         |                    | \$2,500.00          | \$1,040.00         |                    | \$2,500.00         | \$2,500.00         |                    | \$8,540.00             |
| Espinoza Trueba PL (Francesca Russo)        |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Feldman Gale                                |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Foley and Lardner                           |                    |                     | \$5,000.00         | \$2,500.00         |                    |                    |                    | \$7,500.00             |
| Fowler Rodriguez Valdes-Fauli               | \$5,000.00         |                     |                    |                    |                    |                    |                    | \$5,000.00             |
| Fowler White Burnett                        |                    |                     |                    |                    |                    |                    | \$2,500.00         | \$2,500.00             |
| Gamboa y Acevedo Abogados                   |                    | \$5,000.00          |                    |                    |                    |                    |                    | \$5,000.00             |
| Glass Ratner Advisory                       |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Greenberg Traurig                           |                    | \$5,000.00          |                    |                    | \$2,500.00         |                    | \$2,500.00         | \$10,000.00            |
| Gray Robinson                               |                    |                     |                    |                    |                    | \$2,500.00         | \$2,500.00         | \$5,000.00             |
| Harper Meyer (Steven Hagen) (8140001)       |                    |                     | \$2,500.00         |                    |                    | \$2,500.00         | \$2,500.00         | \$7,500.00             |
| Heller Waldman                              |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Hogan & Hartson                             | \$5,000.00         | \$7,500.00          |                    |                    |                    |                    |                    | \$12,500.00            |
| Hogan Lovells LLP (Richard Lorenzo)         |                    |                     | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$7,500.00         | \$37,500.00            |
| Hughes Hubbard & Reed                       | \$2,500.00         | \$2,500.00          |                    | \$5,000.00         | \$5,000.00         |                    |                    | \$15,000.00            |
| Hunton & Williams                           | \$5,000.00         | \$5,000.00          | \$5,000.00         | \$5,000.00         |                    | \$5,000.00         | \$5,000.00         | \$30,000.00            |
| Icaza, González-Ruiz & Aleman (IGRA)        |                    |                     |                    |                    | \$2,500.00         | \$2,500.00         |                    | \$5,000.00             |
| J.A.M.S.                                    |                    | \$2,500.00          |                    |                    | \$2,500.00         |                    |                    | \$5,000.00             |
| Jiménez Cruz Peña                           |                    | \$2,500.00          |                    |                    | \$2,500.00         |                    |                    | \$5,000.00             |
| Kobre & Kim LLP (276131)                    |                    |                     |                    | \$7,500.00         | \$7,500.00         | \$5,000.00         | \$5,000.00         | \$25,000.00            |
| Legal Advantage LLC – India Program         | \$1,000.00         |                     |                    |                    |                    |                    |                    | \$1,000.00             |
| Lex USA                                     |                    |                     |                    | \$5,000.00         |                    |                    |                    | \$5,000.00             |
| Lexico LLC                                  |                    |                     |                    |                    | \$2,500.00         |                    |                    | \$2,500.00             |
| Marta Alfonso CPA PA                        |                    |                     | \$2,500.00         |                    |                    |                    |                    | \$2,500.00             |
| Martin Kenney                               |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| McClane Partners                            | \$5,000.00         | \$3,300.00          |                    |                    |                    |                    |                    | \$8,300.00             |
| Meaden & Moore                              |                    |                     |                    |                    |                    |                    | \$7,500.00         | \$7,500.00             |
| Mizrachi, Davarro & Uriola                  |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Moseley Pritchard Parrish Knight & Jones    |                    | \$2,500.00          | \$2,500.00         |                    | \$2,500.00         |                    |                    | \$7,500.00             |
| Motta Fernandes                             |                    | \$7,500.00          |                    |                    |                    |                    |                    | \$7,500.00             |
| Rifkin & Fox-Isicoff                        |                    | \$2,500.00          |                    |                    | \$2,500.00         |                    |                    | \$5,000.00             |
| Rivard Insurance Agency Inc.                |                    |                     | \$500.00           |                    |                    |                    |                    | \$500.00               |
| Rivero Mestre & Castro                      |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Round Table Group (Mark Swansiger)          |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Shook Hardy & Bacon                         |                    | \$5,000.00          |                    |                    |                    |                    |                    | \$5,000.00             |
| Shutts & Bowen                              |                    |                     |                    | \$2,500.00         |                    |                    |                    | \$2,500.00             |
| Silverberg & Weiss, PA (Francisco Corrales) |                    | \$2,500.00          | \$1,000.00         |                    |                    |                    |                    | \$3,500.00             |
| Squire Patton Boggs (US) LLP                |                    |                     |                    |                    |                    |                    | \$2,500.00         | \$2,500.00             |
| Squire Sanders & Dempsey LLP                | \$5,000.00         | \$7,500.00          |                    |                    |                    |                    |                    | \$12,500.00            |
| Upchurch Watson White & Max                 |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| Vanessa Zorzeto                             |                    |                     | \$5,000.00         |                    |                    |                    |                    | \$5,000.00             |
| Verasys LLC (D.C. Page)                     |                    | \$2,500.00          |                    |                    |                    |                    |                    | \$2,500.00             |
| White and Case LLP                          | \$5,000.00         |                     |                    | \$5,000.00         | \$5,000.00         | \$7,500.00         | \$7,500.00         | \$30,000.00            |
| <b>Total Collected</b>                      | <b>\$58,500.00</b> | <b>\$111,300.00</b> | <b>\$55,040.00</b> | <b>\$82,500.00</b> | <b>\$90,000.00</b> | <b>\$77,500.00</b> | <b>\$85,000.00</b> | <b>\$557,340.00</b>    |

|    | Firm Name                                | Firm Contact Perso                             | Email Address:                                                                                                                             | Phone #:                     | Current Web Address:                                                    | Physical Address:                                      | City, State, Zip      | Sponsorship Level: |
|----|------------------------------------------|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------|-----------------------|--------------------|
| 1  | Aballi Milne Kalil                       | Carlos Osorio                                  | <a href="mailto:cosorio@aballi.com">cosorio@aballi.com</a>                                                                                 | 305-372-5943                 | <a href="http://www.aballi.com">www.aballi.com</a>                      | 2250 SunTrust International Center, One SE Third Ave   | Miami, FL 33131       | Global             |
| 2  | AstiDavis                                | Edward M. Mullins                              | <a href="mailto:emullins@astidavis.com">emullins@astidavis.com</a>                                                                         | 305-372-8282                 | <a href="http://www.astidavis.com">www.astidavis.com</a>                | 701 Brickell Avenue, 16th Flr.                         | Miami, FL 33131       | Global             |
| 3  | DLA Piper                                | C. Ryan Reetz                                  | <a href="mailto:ryan.reetz@dlapiper.com">ryan.reetz@dlapiper.com</a>                                                                       | 305-423-8525                 | <a href="http://www.dlapiper.com">www.dlapiper.com</a>                  | 200 S. Biscayne Blvd., Suite 2500                      | Miami, FL 33131       | Global             |
| 4  | Hogan Lovells                            | Richard Lorenzo                                | <a href="mailto:richard.lorenzo@hoganlovells.com">richard.lorenzo@hoganlovells.com</a>                                                     | 305-459-6500                 | <a href="http://www.hoganlovells.com">www.hoganlovells.com</a>          | 1111 Brickell Avenue, Suite 1900                       | Miami, FL 33131       | Global             |
| 5  | Meaden&Moore                             | Joseph Scarlato                                | <a href="mailto:jscarlato@meadenmoore.com">jscarlato@meadenmoore.com</a>                                                                   | 203-685-2373                 | <a href="http://www.meadenmoore.com/">http://www.meadenmoore.com/</a>   | 333 SE 2nd Ave. Suite 2000                             | Miami, FL 33131       | Global             |
| 6  | White & Case                             | Laura Reich                                    | <a href="mailto:lreich@whitecase.com">lreich@whitecase.com</a>                                                                             | 305-371-2700                 | <a href="http://www.whitecase.com">www.whitecase.com</a>                | 200 S. Biscayne Blvd., Suite 4900                      | Miami, FL 33131       | Global             |
| 7  | CCBC (Chamber of Commerce Brazil Canada) | Silvia Parise                                  | <a href="mailto:administracao_centro@ccbc.org.br">administracao_centro@ccbc.org.br</a>                                                     | 5511-3044-4249               | <a href="http://www.brazanchamber.org">www.brazanchamber.org</a>        | Rua do Rocio, 220-12 Andar,<br>04552-000-Villa Olimpia | Sao Paulo, SP, Brazil | Global             |
| 8  | Hunton & Williams                        | Gustavo Menbiela<br>Michelle Martinez<br>Reyes | <a href="mailto:gmenbiela@hunton.com">gmenbiela@hunton.com</a><br><a href="mailto:mmartinezreyes@hunton.com">mmartinezreyes@hunton.com</a> | 305-536-2688<br>305-536-2731 | <a href="http://www.hunton.com">www.hunton.com</a>                      | 1111 Brickell Avenue, Suite 2500                       | Miami, FL 33131       | Hemispheric        |
| 9  | Kobre & Kim LLP                          | Melissa Seitter                                | <a href="mailto:melissa.seitter@kobrekim.com">melissa.seitter@kobrekim.com</a>                                                             | 212-488-1286                 | <a href="http://www.kobrekim.com">www.kobrekim.com</a>                  | 800 3rd Avenue, 6 Floor                                | New York, NY 10022    | Hemispheric        |
| 10 | Bilzin Sumberg                           | Rafael Ribeiro                                 | <a href="mailto:rribeiro@bilzin.com">rribeiro@bilzin.com</a>                                                                               | 305-350-7312                 | <a href="http://www.bilzin.com">www.bilzin.com</a>                      | 1450 Brickell Avenue, 23rd Flr                         | Miami, FL 33131       | Regional           |
| 11 | Bryan Cave                               | Ryan Reetz                                     | <a href="mailto:ryan.reetz@bryancave.com">ryan.reetz@bryancave.com</a>                                                                     | 786-322-7370                 | <a href="http://www.bryancave.com/">http://www.bryancave.com/</a>       | 200 South Biscayne Blvd. Suite 400                     | Miami, FL 33131       | Regional           |
| 12 | Fowler White Burnett                     | Elena Cobo                                     | <a href="mailto:ecobo@fowler-white.com">ecobo@fowler-white.com</a>                                                                         | 305-789-9287                 | <a href="http://www.fowler-white.com/">http://www.fowler-white.com/</a> | 1395 Brickell Ave.                                     | Miami, FL 33131       | Regional           |
| 13 | Gray Robinson, P.A.                      | Peter A. Quinter                               | <a href="mailto:peter.quinter@gray-robinson.com">peter.quinter@gray-robinson.com</a>                                                       | 305-416-6960                 | <a href="http://www.gray-robinson.com">www.gray-robinson.com</a>        | 333 S.E. 2nd Avenue, Suite 3200                        | Miami, FL 33131       | Regional           |

|    |                                                 |                |                                                                      |              |                                                                                 |                                                                          |                                                |          |
|----|-------------------------------------------------|----------------|----------------------------------------------------------------------|--------------|---------------------------------------------------------------------------------|--------------------------------------------------------------------------|------------------------------------------------|----------|
| 14 | Greenberg Traurig                               | Jackie Becerra | <a href="mailto:becerraj@gtlaw.com">becerraj@gtlaw.com</a>           | 305.579.7806 | <a href="http://www.gtlaw.com/">http://www.gtlaw.com/</a>                       | 333 Avenue of the Americas<br>(333 S.E. 2nd Avenue)                      | Miami, FL 33131                                | Regional |
| 15 | Harper Meyer<br>Squire Patton Boggs<br>(US) LLP | James Meyer    | <a href="mailto:jmeyer@harpermeyer.com">jmeyer@harpermeyer.com</a>   | 305-577-3443 | <a href="http://www.harpermeyer.com">www.harpermeyer.com</a>                    | 201 S Biscayne Blvd Ste 800,<br>200 South Biscayne Blvd. Suite<br>4100   | Miami, FL 33131-4329                           | Regional |
| 16 | Concepción Martínez &                           | Raul Mañon     | <a href="mailto:raul.manon@squirepb.com">raul.manon@squirepb.com</a> | 305-577-7055 | <a href="http://www.squirepattonboggs.com">http://www.squirepattonboggs.com</a> |                                                                          | Miami, FL 33131                                | Regional |
| 17 | Puente                                          | Beatriz Shaw   | <a href="mailto:bshaw@cfclaw.com">bshaw@cfclaw.com</a>               | 305-444-3665 | <a href="http://www.cfclaw.com">www.cfclaw.com</a>                              | 255 Aragon Avenue, 2nd Floor<br>One Southeast Third Avenue<br>Suite 2500 | Coral Gables, FL 33134<br>Miami, FL 33131-1714 | Regional |
| 18 | Akerman LLP                                     | Gerald Cope    | <a href="mailto:gerald.cope@akerman.com">gerald.cope@akerman.com</a> | 305-374-5600 | <a href="http://www.akerman.com/">http://www.akerman.com/</a>                   |                                                                          |                                                | Regional |



THE FLORIDA BAR  
INTERNATIONAL LAW SECTION

# Annual Convention 2015

## Boca Raton Resort & Club

## Boca Raton

### SCHEDULE

#### Thursday, June 25, 2015

12:00 noon – 1:30 p.m.

**Joint Luncheon - Business Law Section & ILS**  
**(Advanced Registration Required)**

6:30 p.m. – 7:30 p.m.

**Joint Reception - Business Law  
Section & ILS**

#### Friday, June 26, 2015

9:00 a.m. - 10:00 a.m.

**2015-2016 ILS Committee Meetings**

10 a.m. - 1:00 p.m.

**ILS Executive Council Meeting**

From: Zachary Shrader [mailto:[ZShrader@flabar.org](mailto:ZShrader@flabar.org)]  
Sent: Tuesday, February 10, 2015 01:02 PM  
To: peter.quinter@gray-robinson.com <[peter.quinter@gray-robinson.com](mailto:peter.quinter@gray-robinson.com)>  
Cc: dmiller@porterwright.com <[dmiller@porterwright.com](mailto:dmiller@porterwright.com)>; mferrari@ferrari-law.com <[mferrari@ferrari-law.com](mailto:mferrari@ferrari-law.com)>; Gary Davidson; Angela Froelich <[afroelic@flabar.org](mailto:afroelic@flabar.org)>  
Subject: Amendments to RRTFB 6-21 for ILS Section Review

Dear Chair Quinter,

Attached, please find proposed amendments in legislative format to RRTFB 6-21, Standards for Certification in International Law, as drafted and approved by the International Law Certification Committee. These proposed amendments provide for the creation of an International Litigation and Arbitration certification track in addition to the already existing standards for certification in International Law. Opportunity for the Section to comment on the amendments before they are forwarded to the Board of Legal Specialization and Education (BLSE) for approval is provided by BLSE Policy 2.02(c):

(c) Amendments to Area Standards. Each certification committee, in accordance with the Rules Regulating The Florida Bar, has the responsibility to recommend to the BLSE criteria for certification and recertification including, but not limited to, amendments to area standards. Before referral to the BLSE, any amendment to area standards will first be provided to the relevant bar section(s), division(s), and substantive law committee(s) of The Florida Bar with an invitation to comment. A 45-day response time will be suggested; however, reasonable accommodations to extend such period will be permitted to ensure a substantive review. Input received from section(s), division(s), and substantive law committee(s) of The Florida Bar will not be construed as a means to veto proposed changes, but merely to allow all those who have knowledge in a given field to offer substantive comment to ensure the continued maintenance of reasonable and uniform standards concerning education, experience, proficiency, and professionalism.

It is desired that these amendments will be reviewed at the upcoming ILS Executive Council meeting on February 26, 2015 in Miami. The amendments have been drafted in coordination with various members of the ILS Executive Council, including current members of the Certification Committee, in hopes to facilitate a straightforward and productive review. Several members of the Certification Committee plan to be present at the meeting to answer any questions that may arise.

As requested in the policy, please respond within 45 days using the attached form to provide commentary. Please let me know if you have any procedural questions.

Sincerely,

Zachary Shrader  
Certification Specialist  
Marital & Family Law, International Law, and  
City, County & Local Government Law  
Legal Specialization and Education  
Tel: (850) 561-5736  
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The Florida Bar  
651 East Jefferson Street  
Tallahassee, FL 32399-2300

cc: Dixon Miller, International Law Certification Committee Chair

## **INTERNATIONAL LAW CERTIFICATION EXAM SAMPLE QUESTIONS**

**Disclaimer:** The following questions are provided to the public as examples of the types of questions that appear on International Law certification exams, as well as the subject areas that are tested. All questions have been pulled from previous exams and were correct and factual at the time of administration; however, the International Law Certification Committee acknowledges that some questions and/or answers may no longer be accurate due to the passage of time since administration. None of these questions will appear on future exams.

1. Foreign ownership in which of the following industries is prohibited under U.S. law?
  - a. Banking operations.
  - b. Sports teams.
  - c. Facilities utilizing or producing nuclear materials.
  - d. Operation of telecommunication lines.

**Answer: C**

2. Which of the following U.S. government entities is primarily charged with collecting information on international investment and United States foreign trade in services?
  - a. The Central Intelligence Agency.
  - b. The National Security Agency.
  - c. The Federal Bureau of Investigation.
  - d. Department of Commerce.

**Answer: D**

3. A foreign distributor is distinguishable from a Foreign Sales Agent (Sales) by whether or not he or she:

- a. takes title to goods.
- b. is paid through the differential in purchase and sales price.
- c. merely takes orders and has no authority.
- d. shares in ownership of the entity.

**Answer: C**

4. The basic political risks against which investors and lenders seek protection through political risk insurance include:

- a. expropriation or nationalization.
- b. devaluation of local currency in relation to the U. S. dollar.
- c. heightened commercial risks.
- d. risk of new taxes.

**Answer: A**

5. Disadvantages of using an "S" corporation for a foreign owned inbound investment structure include:
- a. only that there are restrictions against nonresident shareholders.
  - b. only that there is U.S. estate tax exposure.
  - c. both that there are restrictions against nonresident shareholders and that there is US estate tax exposure
  - d. not having "C" corporation tax liability.

**Answer: C**

6. As provided by U.S. Customs and Border Protection regulations, to prevent the importation of gray market merchandise, recordation of a trademark with U.S. Customs and Border Protection can only be accomplished by which holder of the intellectual property right?
- a. The foreign holder.
  - b. The U.S. holder.
  - c. The foreign holder together with the U.S. holder.
  - d. It is not necessary to record a trademark with U.S. Customs and Border Protection to prevent importation of gray market merchandise.

**Answer: B**

7. In Florida, a foreign decree is entitled to comity provided:
- the parties have been given notice and an opportunity to be heard, the foreign court had original jurisdiction, and the foreign decree does not offend the public policy of the state of Florida.
  - the foreign court ensures reciprocity by proving that it has previously enforced one or more Florida judgments.
  - enforcement of the foreign decree, even if violative of the public policy of the State of Florida, is consistent with the state's economic interest.
  - the foreign decree is consistent with Florida law, even if the parties had not been given notice or the opportunity to be heard in the foreign jurisdiction.

**Answer: A**

8. With regard to 'Letters of Request' pursuant to The Hague Convention on the Taking of Evidence Abroad in Civil or Commercial Matters, some signatory countries have entered Declarations and Reservations. Such Declarations and Reservations do **NOT** include which of the following?
- A requirement that the Letter of Request be submitted in the country's official language or submitted with a translation into the country's official language.
  - A limitation of the Letter of Request if it is being used for the purpose of obtaining pre-trial discovery of documents.
  - A limitation of the Letter of Request that it be used solely for obtaining pre-trial discovery of documents.
  - A requirement that evidence pursuant to a Letter of Request be taken only in an Embassy or Consulate.

**Answer: C**

9. With reference to a money judgment from a foreign country presented for recognition and enforcement in Florida pursuant to Florida's Uniform Out-of-Country Foreign Money-Judgment Recognition Act, it is proper for a Florida court to consider each of the following factors **EXCEPT**:

- a. whether the foreign tribunal would recognize a similar Florida judgment.
- b. whether the court or tribunal that issued the judgment was impartial.
- c. whether the foreign tribunal had personal jurisdiction over the defendant.
- d. whether the amount of the judgment is comparable to what would be awarded by a Florida court based on a similar claim.

**Answer: D**

10. Which organization listed below is **NOT** amongst the leading international arbitration organizations?

- a. The International Chamber of Commerce Court of International Arbitration.
- b. The American Arbitration Association.
- c. The International Society of Arbitration.
- d. The London Court of International Arbitration.

**Answer: C**

11. Which of the following agencies is involved in restricting, reporting or registering foreign investments in the U.S. under the International Investment and Trade in Services Survey Act?
- The U.S. Department of Agriculture.
  - The U.S. Department of Commerce.
  - The U.S. Federal Reserve Board.
  - The U.S. Department of State.

**Answer: B**

12. The L-1 visa does NOT require:
- common ownership of the foreign business entity and the United States business entity or the same business entity abroad and in the United States.
  - executive, manager or employee with specialized knowledge.
  - employment of the beneficiary alien by the foreign entity for two (2) years during the five (5) year period preceding the transfer of the beneficiary alien to the U.S.
  - employment of the beneficiary alien by the foreign entity for one (1) year during the three (3) year period preceding the transfer of the beneficiary alien to the U.S.

**Answer: C**

13. All of the following statements are correct **EXCEPT**:

- a. an E-1 Visa relates to a Treaty Trader.
- b. an E-2 Visa relates to a Treaty Investor.
- c. The availability of E Visas is limited to countries that have applicable treaties with the United States.
- d. Neither the E-1 nor the E-2 visa can be converted to permanent residency.

**Answer: D**

14. Which of the following contractual provisions is **NOT** regulated through the use of an Incoterm® in an international sales contract?

- a. Allocation of responsibility for procuring insurance covering the goods shipped.
- b. Allocation of costs to be paid for shipping the goods.
- c. Determining when risk of loss passes from Seller to Buyer.
- d. Determining when title to the goods passes from Seller to Buyer.

**Answer: D**

15. Company A, with its seat in Germany and no offices in the U.S., and Company B, with its seat in Australia and no offices in the U.S., are competitors who manufacture a product which is sold through sales representatives worldwide. Representatives of Company A and Company B meet at a conference in Germany and agree to fix the price at which the product will be sold worldwide, and that price is followed by their respective sales representatives around the world. Which of the following statements is correct?
- a. Neither Company A nor Company B can be charged with price-fixing in the United States because the conduct which led to the price fixing occurred outside the U.S.
  - b. Neither Company A nor Company B can be charged with price-fixing in the United States because neither company has an office in the U.S.
  - c. Both Company A and Company B can be charged with price-fixing in the United States because their conduct foreseeably affects competition in the United States.
  - d. Whether Company A or Company B can be charged with price-fixing in the United States will depend on whether the price-fixing is legal in the country in which it took place.

**Answer: C**

16. If your foreign investor/client asks you to find a knowledgeable joint venture partner you should:
- a. offer to enter into the joint venture with him yourself.
  - b. recommend another client who is knowledgeable in the area.
  - c. recommend a competent joint venture partner with whom you have a referral agreement.
  - d. seek a suitable joint venture partner based on your foreign investor/client's needs.

**Answer: D**

17. In a transfer to which Internal Revenue Code Section 351 applies, U.S. corporate transferors of intangible property to a foreign corporation:
- can treat the transaction for U.S. tax purposes as a sale in exchange for payments contingent on use of that property.
  - can defer U.S. tax on attributable foreign revenue.
  - can contribute such property free of U.S. tax.
  - must treat the transaction as a taxable sale for market value because section 351 does not apply to transactions outside the U.S.

**Answer: A**

18. U.S. persons working and living abroad during at least 330 days in any consecutive twelve month period may exclude which of the following from U.S. income tax?
- Certain foreign earned income only.
  - Certain U.S. and foreign earned income.
  - Certain foreign earned and foreign passive income.
  - All of their income, because a U.S. person who is abroad more than 183 days in a calendar year is no longer subject to U.S. income tax.

**Answer: B**

19. Which of the following entities would encounter difficulty in doing business and establishing a business distributorship in France?
- A Florida corporation (Inc.).
  - A British Virgin Islands limited liability company (Ltd.).
  - A Guatemalan sociedad anonima (S. A.).
  - A Common Law business trust.

**Answer: D**

20. Which of the following statements regarding the USA PATRIOT Act is **INCORECT?**
- Originally enacted shortly after September 2001, the USA Patriot Act was extended by the USA PATRIOT Act Additional Reauthorizing Amendments Act of 2006.
  - The USA PATRIOT Act amends the Foreign Intelligence Surveillance Act of 1998 (FISA).
  - Producing business documents to the FBI pursuant to the USA PATRIOT Act constitutes a waiver of privilege in other proceedings.
  - The USA PATRIOT Act is an abbreviation for the “Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001”

**Answer: C**

21. Products of the United States, when returned after having been exported, are entitled to entry free of duty if:

- a. the articles have not been advanced in value while abroad.
- b. the articles have been improved in any condition by any process of manufacture or other means while abroad.
- c. duty drawback is claimed on the entry.
- d. the articles were manufactured in a foreign trade zone.

**Answer: B**

22. Which of the following defenses could be successfully raised in a Florida state court against enforcement of an arbitration award rendered in Paris, France, by the International Court of Arbitration of the International Chamber of Commerce (ICC)?

- a. Exclusively those defenses available under the New York Convention.
- b. All defenses available under the Florida International Commercial Arbitration Act.
- c. All defenses available under the Federal Arbitration Act.
- d. Exclusively common law defenses.

**Answer: D**

23. To determine whether a tort on a cruise ship has occurred within or without the territorial waters of Florida, a court will look primarily to which of the following?
- a. Death on the High Seas Act.
  - b. The Florida Constitution.
  - c. Federal Submerged Lands Act.
  - d. Florida Statutes regarding Inland Navigation Districts.

**Answer: B**

24. Where is the United States Court of International Trade located?
- a. Washington, DC.
  - b. New York, NY.
  - c. Philadelphia, PA.
  - d. Two locations – Washington, DC and New York, NY, with the main location in New York, NY.

**Answer: B**

25. A freely negotiated choice-of-forum clause in a private international agreement involving Florida property, selecting a foreign forum for resolution of any dispute and providing that the parties voluntarily submit to the foreign jurisdiction, will be presumed:
- to be valid and enforceable in Florida unless enforcement is unreasonable, unjust, or the clause invalid due to fraud or overreaching.
  - to be valid and enforceable in Florida under all circumstances.
  - void as an impermissible attempt to oust Florida of subject matter jurisdiction.
  - void as unconstitutional for disputes including Florida property valued in excess of \$1 million.

**Answer: A**

26. Which of the following multinational agreements is currently in effect and is intended to provide uniform multinational treatment for a broad range of intellectual property rights, including patents, copyrights, trademarks, and trade secrets?
- The Paris Convention of 1967.
  - The Nice Convention.
  - The Transfer of Technology Code of the United Nations Conference on Trade and Development.
  - The TRIPS Agreement of the World Trade Organization.

**Answer: D**

27. Which of the following duties is **NOT** imposed on the issuer of a documentary credit under the UCP 600 (the Uniform Customs and Practice for Documentary Credits)?
- The issuer must state in the credit whether the credit is available by sight payment, deferred payment, acceptance, or negotiation.
  - The issuer is irrevocably bound to honor the credit as of the time it issues the credit.
  - The issuer must assume responsibility for delay or loss in transit resulting from errors or delay in transmitting messages or documents, if the requirements for sending the message or document were contained in the credit.
  - The issuer must examine the documents delivered under a presentation within 5 days of the presentation.

**Answer: C**

28. Which of the following statements regarding confirmed letters of credit is **INCORRECT?**
- A benefit of executing a “confirmed letter of credit” is that the issuing bank adds its confirmation thereby pledging its credit to the beneficiary.
  - A “confirmed letter of credit” is a second guarantee, in addition to a letter of credit, that commits to make payment of the letter of credit.
  - A “confirmed letter of credit” is a second guarantee, made by the seller of the goods, committing payment to the issuing bank.
  - If the issuing bank did not provide a confirmation pledging payment of the letter of credit, it would be called an unconfirmed letter of credit.

**Answer: B**

29. When implemented on January 1, 1994, which of the following was a benefit of NAFTA?
- a. The elimination of duties for all goods imported into the United States from Mexico or Canada immediately.
  - b. A duty phase-out period of 15 years.
  - c. A duty phase-out period of 12 years.
  - d. A duty phase-out period of 10 years.

**Answer: B**

30. With reference to Florida Civil-Law Notaries, which of the following statements is **INCORRECT?**
- a. In order to meet the minimum requirements for being appointed by the Secretary of State as a Civil-Law Notary, one must have been a member in good standing of The Florida Bar for at least one year.
  - b. A Civil-Law Notary is authorized to issue authentic acts and thereby may authenticate or certify any document, transaction, event, condition, or occurrence.
  - c. A civil-law notary may administer an oath and make a certificate thereof when it is necessary for execution of any writing or document to be attested, protested, or published under the seal of a notary public.
  - d. The powers of civil-law notaries include, but are not limited to, all of the powers of a notary public under any law of this state.

**Answer: A**

31. In addition to selecting the laws under which a contract will be construed, a choice of law provision in an international business contract should also:
- create applicable procedural rules in the event of a dispute.
  - provide for the non-application of the conflict rules of the chosen jurisdiction.
  - state the names of arbitrators to be utilized in the event of a dispute.
  - specify the means of notice that will apply to the contract.

**Answer: B**

32. Three Republic of Cameroon nationals residing in the USA filed a complaint under the Alien Tort Statute in US Federal District Court against the Cameroon subsidiary of Big Chem. Co., Inc. (BCC Cameroon). The complaint alleges human rights violations and personal injury claims stemming from a chemical leak at BCC Cameroon that allegedly caused damage to the plaintiffs' cocoa plantations in Cameroon as well as serious physical illness, arguing that BCC Cameroon colluded with local authorities in Cameroon to cover up the leak and the resulting consequences. Does the District Court have jurisdiction under the Alien Tort Statute?
- Yes, because the plaintiffs are all now living in the United States.
  - Yes, because the Alien Tort Statute specifically provides that it has extraterritorial application.
  - No, because the Alien Tort Statute does not specifically state that it has extraterritorial application.
  - No, because neither human rights violations nor personal injury actions are covered by the Alien Tort Statute.

**Answer: C**

33. With reference to international jurisdictional conflicts, which of the following statements is **correct**?

- a. The ultimate tribunal for resolution of any international jurisdictional conflict is the International Court of Justice (ICJ).
- b. International jurisdictional conflicts are resolved pursuant to the provisions of the New York Convention.
- c. Forum selection clauses are used in international contracts in order to specify the forum for resolution of any conflict that may arise; thereby, forum selection clauses can prevent international jurisdictional conflicts
- d. International jurisdictional conflicts are rare due to the comprehensive body of international law and its strict rules for determining international jurisdiction.

**Answer: C**

34. Non-Immigrant visas include all of the following EXCEPT:

- a. EB-5.
- b. H-1B.
- c. L-1.
- d. TN.

**Answer: A**

35. Electrogas Inc., an American company whose assets in Tunisia were appropriated by the government of Tunisia, filed a claim against the Republic of Tunisia with the International Center for the Settlement of Investment Disputes. Which best describes the most likely course of the proceeding?
- a. The claim will likely be dismissed because the International Center for the Settlement of Investment Disputes only addresses disputes between private investors, not between investors and foreign governments.
  - b. The claim will proceed to trial by jury because the International Center for the Settlement of Investment Disputes is based in Washington, D.C.
  - c. The claim will proceed to mediation or arbitration with the International Center for the Settlement of Investment Disputes, provided both parties agree.
  - d. The claim will likely be dismissed because only individuals, not companies, may file claims with the International Center for the Settlement of Investment Disputes.

**Answer: C**



# INTERNATIONAL LAW CERTIFICATION EXAMINATION SPECIFICATIONS



## I. Purpose of Examination

The International Law Certification Examination consists of a combination of multiple choice and essay questions. It is intended to test whether an applicant possesses the knowledge, skills, abilities, ethics, and judgments that are common to specialists in international law and is also intended to be a valid and reliable measurement to justify the representation of special competence and professionalism that distinguishes a "Florida Bar Board Certified Lawyer."

## II. Examination Content

Topics that may be covered on the international law examination include:

### 1. International Business Transactions (Approximately 20% of Exam)

- 1.1 International Sales Contracts, including the U.N. Convention on Contracts for the International Sale of Goods and Incoterms
- 1.2 Distributorship and Agency
- 1.3 International Investments, including Political Risk Insurance and Choice of Legal Entities
- 1.4 Legalization of Documents
- 1.5 Choice of Forum and Law; Conflicts of Law
- 1.6 Legal Powers & Authority to Act
- 1.7 Foreign Corrupt Practices Act
- 1.8 Foreign Investment in the U.S., including Reporting and Registration Requirements
- 1.9 Data Protection

Associated terms that may be covered:

- Agricultural Foreign Investment Disclosure Act of 1978 (AFIDA)
- BEA Exemption claim, BE-13, Supplement C
- Bioterrorism Act
- Bureau of Economic Analysis (BEA)
- Edge Act Corporation
- Foreign Investment & National

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- Security Act
- Foreign Corrupt Practices Act (FCPA)
- Foreign sales agent / Foreign Distributor
- International franchises, generally
- International Investment and Trade In Services Survey Act of 1976
- Legalization of Documents
- Mineral Lands Leasing Act
- National Bank Act (NBA)
- Production Act of 1950
- Treaty of Commerce and Navigation
- USA Patriot Act
- U.S. Cuban Asset Control Regulations

## **2. International Payment Methods** (Approximately 5% of Exam)

- 2.1 Letters of Credit
- 2.2 Collection Against Documents

Associated terms that may be covered:

- All risk insurance
- CIF (Cost, Insurance and Freight)
- Collection against documents
- Confirmed letter of credit
- Discrepancy (Letter of Credit)
- Documentary letter of credit
- Draft (trade finance)
- FAS (Free Alongside Ship)
- FOB (Free on Board)
- Issuing bank (letter of credit)
- Political risk insurance
- Sight draft
- Standby Letter of Credit
- Time draft
- Uniform Customs and Practices for Documentary Credits (UCP)

## **3. Intellectual Property Rights** (Approximately 5% of Exam)

- 3.1 Licensing Franchising Creation
- 3.2 Registration & Enforcement of International Intellectual Property Rights
- 3.3 Confidentiality & Trade Secret Issues

Associated terms that may be covered:

- Berne Convention for the Protection of Literary and Artistic Works
- Madrid Agreement Concerning the International Registration of Marks
- Nice Agreement Concerning the International Classification of Goods and Services for the Purposes of the Registration of Marks
- Paris Convention for the Protection of Industrial Property
- Trade-Related Aspects of Intellectual Property Rights (TRIPS) World Intellectual Property Organization (WIPO)

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**4. Customs Law and Export Controls** (Approximately 13% of Exam)

- 4.1 Customs Modernization Act
- 4.2 Tariff Act
- 4.3 19 USC/19 C.F.R.
- 4.4 Antidumping and Countervailing Duty (Title VII of the Trade Act of 1930, Sec. 701 through 783), and related proceedings
- 4.5 Export Administration Regulation
- 4.6 International Traffic in Arms Regulations
- 4.7 Office of Foreign Assets Controls Sanctions Programs

Associated terms that may be covered:

- Customs classifications, generally
- Customs rules of origin, generally
- Customs territory of the United States
- Entry summary
- Estimated Duties
- Export license
- Foreign Trade Zone
- Free Trade Agreements
- General License for Technical Data (GTDA)
- Incoterms®
- Prison Labor Products
- Preference Programs
  - Andean Trade Preference Act (ATAP)
  - African Growth & Opportunity Act (AGOA)
  - Caribbean Basin Initiative (CBI)
  - General System of Preferences (GSP)
- Section 337 Action License

**5. International Litigation & Arbitration** (Approximately 20% of Exam)

- 5.1 Foreign Service of Process
- 5.2 Obtaining Evidence Abroad
- 5.3 Enforcement of Foreign Judgments in the U.S. and U.S Judgments Abroad
- 5.4 Forum non Conveniens
- 5.5 International Arbitration

Associated terms that may be covered:

- Act of State Doctrine
- American Arbitration Association (AAA)
- American Rule/English Rule
- Carriage of Goods at Sea Act (COGSA)
- Choice-of-law
- Comity
- Derogation agreement
- Economic Espionage Act of 1996
- Federal Arbitration Act
- Florida International Arbitration Act
- Florida Uniform Out-of-Country Foreign Money Judgment Recognition and Enforcement Act
- Foreign Sovereign Immunities Act
- Forum non conveniens
- Forum selection clause

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- Hague Convention on the Service Abroad of Judicial & Extra-Judicial Documents on Commercial Matters
- Hague Convention on the Taking of Evidence Abroad in Civil or Commercial Matters
- International Center for the Settlement of Investment Disputes (ICSID)
- International Chamber of Commerce (ICC)
- Jurisdiction, generally
- London Court of International Arbitration
- New York Convention for the Enforcement of Foreign Arbitral Awards (New York Convention)
- Panama Convention
- Relevant Florida & Federal Case Law

## **6. General Principles of Immigration Law (Approximately 5% of Exam)**

- 6.1 Business Immigration
- 6.2 Family/Relative Immigration
- 6.3 Immigrant Status
- 6.4 Non-Immigrant Status

Associated terms that may be covered:

- B-1 Visa
- E-1 Visa
- E-2 Visa
- EB-5 Visa
- H-1A Visa
- H-1B Visa
- Immigrant Visa (green card)
- L-1 A Visa
- L-1 B Visa
- Non-Immigrant Visa
- Permanent Resident
- Treaty Trader
- Treaty Investor
- U.S. Consular Officer
- Visa Waiver

## **7. Public International Law (Approximately 5% of Exam)**

- 8.1 Sources of Law
- 8.2 Sovereign & Diplomatic Immunity
- 8.3 International Organizations

Associated terms that may be covered:

- Berne Convention
- Common Law
- European Union
- Expropriation
- Foreign Corrupt Practices Act
- Free Trade Agreement of the Americas (FTAA)
- International Intellectual Property Rights
- Treaty of Maastricht
- Madrid Agreement
- Mercosur
- Nice Convention
- North American Free Trade Agreement (NAFTA)
- Organization of American States (OAS)
- Roman Law

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- Territorial Waters of Florida
- Treaty of Rome
- U. N. Convention on Contracts for the International Sale of Goods (CISG)
- United Nations Commission on International Trade Law (UNCITRAL)
- Warsaw Convention
- World Intellectual Property Organization (WIPO)
- World Trade Organization (WTO)
- Central American Free Trade Agreement (CAFTA)

## **8. Ethics & Professionalism** (Approximately 6% of Exam)

- 9.1 Considerations in Working with Foreign Counsel and Clients
- 9.2 Florida Rules of Professional Conduct
- 9.3 Rules Regulating The Florida Bar

Associated terms that may be covered:

- Competence
- Conflicts of Interests
- Contingency Fees
- Duty of Communication
- Duty of Confidentiality
- Ex Parte Communications
- Fee Splitting with Non-Lawyers
- Reasonable Attorney Fees

## **9. Major Legal Systems** (Approximately 8% of Exam)

- 10.1 Common Law
- 10.2 Civil Law

Associated terms that may be covered:

- Apostille
- Barrister
- Civil law
- Civil Law Notary
- Extraterritorial application of legal principles
- Holographic Will
- Notar
- Notaire
- Notarial Will
- Notary Public
- Solicitor
- Sources of international law, generally

## **10. Principles of International Taxation** (Approximately 13% of Exam)

- 11.1 U.S. Taxation of Inbound Activities of Foreign Persons/Entities
- 11.2 U.S. Taxation of Outbound Activities of U.S. Persons/Entities
- 11.3 International Estate Planning

Associated terms that may be covered:

- Controlled foreign corporation
- Effectively Connected Income
- Estate tax treaty
- Expatriation
- Fair and Accurate Credit Transactions Act (FACTA)
- Family Limited Partnership
- FIRPTA withholding certificate

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- Foreign Investment in Real Property Tax Act (FIRPTA)
- Form W-8BEN, Certificate of
- Foreign Status
- Foreign Personal Holding Company (FPHC)
- General Partnership
- IRC Subpart F
- Joint Venture
- Limited Liability Company
- Limited (Liability) Partnership
- Non-Resident Alien (NRA)
- Offshore corporation
- Passive Foreign Investment Company (PFIC)
- Permanent Establishment
- Qualified Dividend
- Qualified domestic trust (QDOT)
- Resident Alien
- “S” corporation
- Section 367
- Section 1441
- Section 482 Transfer Pricing
- Sociedad Anonima (S.A.)
- Substantial Presence in the United States
- Tax haven
- Tax treaty
- United States Real Property Holding Corporation
- United States Trade or Business Activity

## **11. International Criminal Law (Approximately 2% of Exam)**

- 12.1 International Crime
- 12.2 Transnational Crime
- 12.3 Terrorism

Associated terms that may be covered:

- Cyber crime
- Europol
- Extradition
- Foreign Corrupt Practices Act (FACTA)
- International Drug Trafficking
- International Human Trafficking
- Interpol
- OECD Anti-Bribery Convention
- Universal Declaration of Human Rights
- United Nations Convention against Transnational Organized Crime

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### **III. Subspecialty Essay Topics**

You will have the opportunity to select **one** of the following topics listed below to be tested on during the essay portion of the exam. This topic will be chosen at the time of application. The subspecialty topic essay is worth 30% of the total exam.

- 1. International Business Transactions: Inbound**
- 2. International Business Transactions: Outbound**
- 3. International Litigation and Arbitration**
- 4. Customs Law**
- 5. International Taxation**
- 6. International Criminal Law**

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## **IV. Suggested Resources**

### **Sample Questions:**

- Real multiple choice questions from previous exams are available through The Florida Bar's International Law Certification webpage. Visit [www.floridabar.org/certification](http://www.floridabar.org/certification).

### **Organizations:**

- Florida Bar Section of International Law
- ABA Section of International Law
- American Immigration Lawyers Association
- American Society of International Law
- International Bar Association (London)
- Inter American Bar Association
- International Center for Dispute Resolution

### **Law Schools:**

- University of Florida
- University of Miami
- Stetson Law School
- Nova Law School

### **Textbooks:**

- International Lawyers Desk Book, ABA International Law & Practice Section Book Available: [www.ababooks.org](http://www.ababooks.org)
- Incoterms® 2010, By the International Chamber of Commerce (ICC), ICC Publication No. 715, 2010 Edition (<http://icccbooks.com>)
- Florida Bar Ethics Opinions on Outsourcing of legal work
- ABA Model Rules of Professional Conduct, ABA Formal Opinion 08-451 on outsourcing of legal work

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| <b>ABA Model Rules</b>                                                                                                                                                                                                                                                                                                                                                                                                                                       | <b>New York</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>Florida</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Member in good standing of foreign country (last 5 years) as lawyer or the equivalent. Engaged in practice of law                                                                                                                                                                                                                                                                                                                                            | Member in good standing of foreign country (3 of last 5 years) as attorney or equivalent. Engaged in practice of law                                                                                                                                                                                                                                                                                                                                                                                                                       | Admitted to practice in a foreign country practicing law (5 of last 7 years) as an attorney or equivalent                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Possesses good moral character & general fitness                                                                                                                                                                                                                                                                                                                                                                                                             | Possesses good moral character & general fitness                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | No Bar discipline within last 10 years. Not subject of pending disciplinary proceeding. Not denied admission to practice law in another jurisdiction (last 15 years)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Intends to practice and maintain an office as a foreign legal consultant in this jurisdiction. No age minimum                                                                                                                                                                                                                                                                                                                                                | Intends to practice and maintain an office as a legal consultant in NY. Over 26 years old                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Intends to practice and maintain an office as a legal consultant in FL. Over 26 years old                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <ul style="list-style-type: none"> <li>• Certificate of good standing from licensing/disciplinary authority with date of admission;</li> <li>• Letter of recommendation from one of the members of executive body or public authority or from one of the judges of the highest law court in foreign country;</li> <li>• Authenticated English translations of the certificate &amp; letter;</li> <li>• Other evidence;</li> <li>• Application fee</li> </ul> | <ul style="list-style-type: none"> <li>• Certificate of good standing from licensing/disciplinary authority with date of admission;</li> <li>• Letter of recommendation from one of the members of executive body or public authority or from one of the judges of the highest law court in foreign country;</li> <li>• Authenticated English translations of the certificate &amp; letter;</li> <li>• Other evidence;</li> <li>• If unnecessary hardship with compliance, Appellate Division may waive or vary the application</li> </ul> | <ul style="list-style-type: none"> <li>• Certificate of good standing from entity governing practice of law with: entity's jurisdiction; date of admission; &amp; any history of complaints or disciplinary action;</li> <li>• Letter of recommendation of one member of the executive body of such entity or from a judge of the highest court of law;</li> <li>• Letter of recommendation from at least 2 attorneys admitted in &amp; practicing in such foreign country;</li> <li>• Letter of recommendation from at least 2 members in good standing of TFB;</li> <li>• Sworn statement by applicant stating familiar with Rules of Professional Conduct &amp; submits to jurisdiction of SC of FL;</li> <li>• Written commitment to notify court of any resignation or revocation of foreign legal consultant's admission to practice in the foreign country;</li> <li>• Instrument setting forth applicant's address within FL &amp; designating secretary of state as such person's agent upon whom process may be served;</li> <li>• Annual sworn statement attesting to foreign legal consultant's good standing &amp; includes annual renewal fee equivalent to annual membership fees paid by TFB</li> </ul> |

# Procedures to be followed by Applicants Under Florida's Foreign Legal Consultant Rule

## Chapter 16, Rules Regulating The Florida Bar

The Application Forms, Parts A and B, may be obtained from The Florida Bar website, [www.floridabar.org](http://www.floridabar.org).

Part A, *The Florida Bar Application for Certification as a Foreign Legal Consultant*, must be fully completed, signed and notarized where indicated, and returned, with all accompanying documentation, certificates, letters of recommendation and other documents specified in the application, along with three copies and payment in the amount of \$750 to The Florida Bar.

Part B, *The National Conference of Bar Examiners Character and Fitness Application*, must be fully completed online at [www.ncbex.org/character-and-fitness](http://www.ncbex.org/character-and-fitness). Three copies of Part B should be sent to The Florida Bar with the application, documents and copies requested under Part A. Part B will be processed by the NCBE and a background report submitted to The Florida Bar.

Please note: **DO NOT SEND PART A OR PART B AS ABOVE INSTRUCTED UNLESS ACCOMPANIED BY ALL OF THE DOCUMENTATION SPECIFIED THEREIN. THE APPLICATION FEES ARE NON-REFUNDABLE.**

Upon receipt of the results of the NCBE background check, the Standing Committee on Foreign Legal Consultants will review the application package (Parts A and B) for completeness, correctness and accuracy and, if satisfied, will certify to the Supreme Court of Florida, through The Florida Bar, that the applicant appears to have complied with all of the requirements of Chapter 16 and should be certified as a Foreign Legal Consultant under the Rules Regulating The Florida Bar. Thereafter, the Supreme Court will determine whether the applicant will be certified; if the applicant is certified, the Supreme Court will so notify The Florida Bar which, in turn, will notify the applicant and provide the applicant with appropriate evidence of certification. If the applicant fails to be certified by the Supreme Court, then The Florida Bar will be so advised and will, in turn, so advise the applicant.

## Foreign Legal Consultant Application Fee

(Item #3100014)

**IMPORTANT: PLEASE LIST CURRENT OFFICIAL MAILING ADDRESS BELOW.  
BUSINESS ADDRESS AND PHONE PREFERRED.**

### FILL OUT FORM COMPLETELY

Name (Please Print): \_\_\_\_\_ Country Where Licensed: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

**Return payment to:** International Law Section Program Administrator  
The Florida Bar  
651 E. Jefferson Street  
Tallahassee, Florida 32399-2300

### PAYMENT:

\$750 (Item #3100014)

### METHOD OF PAYMENT (check one):

Check enclosed made payable to The Florida Bar  
 Credit Card:  MASTERCARD  VISA  DISCOVER  AMEX Exp. Date: \_\_\_\_/\_\_\_\_ (MO/YR.)

Signature: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Billing Zip Code: \_\_\_\_\_

Card No.: \_\_\_\_\_

# **Checklist — Part A**

The following checklist contains items that must be included when submitting an application for certification as a foreign legal consultant in Florida.

1. If you answered “No” to Item 6(B), a separate sheet of paper explaining details.  6(B)

2. If you answered “Yes” to the following items, a separate sheet of paper explaining details.

6(C)  6(D)  6(E)  6(F)  8(A)  8(B)  8(C)

8(D)  8(E)(1)  8(E)(2)

3. Attachments described in Item 9

9(1)  9(2)  9(3)  9(4)

9(5)  9(6)  9(6)  9(7)  9(8)

4.  Your signature

5.  Signature of Person Taking Acknowledgment

6.  Three (3) copies of The Florida Bar Application for Certification as a Foreign Legal Consultant

7.  Three (3) copies of the National Conference of Bar Examiners Character and Fitness Application (send original to NCBE)

8.  Payment in the amount of \$750 to The Florida Bar

# Part A

IN THE SUPREME COURT OF FLORIDA

## APPLICATION FOR CERTIFICATION AS A FOREIGN LEGAL CONSULTANT

NAME: [ ] Mr. [ ] Ms. \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ PLACE OF BIRTH: \_\_\_\_\_

U.S. SOCIAL SECURITY NUMBER: \_\_\_\_\_

FLORIDA DRIVER'S LICENSE NUMBER: \_\_\_\_\_

|                             |                        |
|-----------------------------|------------------------|
| 1. <u>PERMANENT ADDRESS</u> | <u>FLORIDA ADDRESS</u> |
| _____                       | _____                  |
| _____                       | _____                  |
| _____                       | _____                  |
| _____                       | _____                  |

Telephone Number: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

|                              |                |
|------------------------------|----------------|
| 2. Present Employment: _____ | Address: _____ |
| _____                        | _____          |
| _____                        | _____          |

3. CITIZENSHIP: Of what country are you a citizen? \_\_\_\_\_

4. Basis for Admission to the United States:

- (A) Type of Visa: \_\_\_\_\_  
(B) Date of Issue: \_\_\_\_\_ Date of Expiration: \_\_\_\_\_  
(C) Place of Issue: \_\_\_\_\_  
(D) Have you been issued an alien registration number? \_\_\_\_\_  
(yes or no)

5. Are you lawfully entitled to reside in and be employed in the United States pursuant to U.S. immigration laws? \_\_\_\_\_  
(yes or no)

- (A) If the previous answer is no, do you intend to apply for U.S. residency if this application is approved? \_\_\_\_\_  
(yes or no)

6. ADMISSION TO PRACTICE LAW IN FOREIGN JURISDICTION:  
(A) (I) Name the jurisdiction in which you have been admitted to practice law: \_\_\_\_\_

- (II) Date admitted \_\_\_\_\_. Have you engaged in the practice of law in that jurisdiction since date of admission continuously, without interruption? \_\_\_\_\_  
(yes or no)

If not, please provide the dates during which you have engaged in the practice of law in that jurisdiction \_\_\_\_\_

- (III) Name any other jurisdiction in which you have either been admitted to practice law or have been certified as a foreign legal consultant. \_\_\_\_\_

- (B) Have you been in good standing in the above jurisdiction(s) throughout the period of your admission? \_\_\_\_\_  
 If not, why not? Give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (C) Have you ever been disciplined for professional misconduct? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (D) Have you ever been disbarred or had your license suspended? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (E) Are any charges of misconduct currently pending against you? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (F) Do you know of any threatened charges of misconduct against you? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)

**7. ADMISSION TO U.S. JURISDICTIONS:**

- (A) Are you presently or have you ever been admitted to practice law in another U.S. jurisdiction? \_\_\_\_\_  
 If so, where and when? \_\_\_\_\_  
 (yes or no)
- (B) Are you presently or have you ever been certified as a Foreign Legal Consultant or in a similar capacity in another U.S. jurisdiction? \_\_\_\_\_  
 If so, where and when? \_\_\_\_\_  
 (yes or no)

**8. CHARACTER QUESTIONS:**

- (A) Have you ever been arrested for and/or charged with a violation of the law either in the U.S. or in any other jurisdiction? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (B) Have you ever been denied admission to practice before the courts of any jurisdiction based upon character or fitness? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (C) Have you ever been charged with fraud in any legal or administrative proceeding? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (D) Have you ever been a party to a civil lawsuit in which an adverse judgment was rendered against you? \_\_\_\_\_  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)
- (E) Have you ever:  
 (1) been examined or treated for mental, emotional or nervous disorders? If so, give details on a separate sheet of paper.  
 (2) been voluntarily or involuntarily committed to a hospital or institution as a result of mental, emotional or nervous disorders?  
 If so, give details on a separate sheet of paper. \_\_\_\_\_  
 (yes or no)

**9. ATTACHMENTS:** To be complete, the following documentation must be attached to this Application and such documentation is hereby incorporated as a part of this sworn Application. If it is not in English, each document must be accompanied by a duly authenticated English translation, said translation to be effected by a certified translator. Please initial on each line to indicate that the documentation is attached. Please attach the documentation in the order indicated by this list.

- (1) A duly authenticated certificate from the entity governing the practice of law in each foreign country in which the applicant is licensed to practice, accompanied by the official seal, if any, of such entity and which shall certify (1) the entity's jurisdiction in such matters; (2) the applicant's admission to practice in such foreign country and the date thereof; (3) the applicant's good standing as an attorney, counselor at law, or the equivalent; and (4) whether any charge or complaint has ever been filed against the applicant with such entity, and if so, the substance of each such charge or complaint and the adjudication or disposition thereof; and

\_\_\_\_\_ (Initial)

- (2) Duly authenticated certificates from the courts located in each jurisdiction in which the applicant has resided, practiced law, or practiced as a foreign legal consultant, certifying as to the absence of any criminal proceedings, unadjudicated or pending lawsuits, or declarations of bankruptcy filed by or against the applicant in such jurisdiction.

\_\_\_\_\_  
(Initial)

- (3) A letter of recommendation signed by and with the official seal, if any, of one of the members of the executive body of such entity or from one of the judges of the highest court of law of such foreign country, certifying the applicant's professional qualifications; and

\_\_\_\_\_  
(Initial)

- (4) A letter of recommendation from at least two attorneys, counselors at law, or the equivalent admitted in and practicing in such foreign country, setting forth the length of time, when, and under what circumstances they have known the applicant and their appraisal of the applicant's moral character; and

\_\_\_\_\_  
(Initial)

- (5) An Applicant's Questionnaire and Affidavit for the National Conference of Bar Examiners, and Authorization and Release to The Florida Bar and/or its designee, all on forms furnished by The Florida Bar; and

\_\_\_\_\_  
(Initial)

- (6) A letter of recommendation from at least two members in good standing of The Florida Bar, setting forth the length of time, when, and under what circumstances they have known the applicant and their appraisal of the applicant's moral character; and

\_\_\_\_\_  
(Initial)

- (7) A duly acknowledged instrument in writing setting forth the applicant's address within the State of Florida and designating the Florida Secretary of State as such person's agent upon whom process may be served, pursuant to applicable Florida law, with like effect as if served personally upon such applicant, in any action or proceeding hereafter brought against the applicant arising out of or based upon any legal services rendered or offered to be rendered by such applicant within or to the residents of the State of Florida whenever, after due diligence, service cannot be made upon such applicant at such address or at such new address as filed by a supplemental instrument; and

\_\_\_\_\_  
(Initial)

- (8) A duly acknowledged statement affirming that The Florida Bar will be immediately advised of any lawsuit brought against the applicant that arises out of or is based upon any legal services rendered or offered to be rendered by such applicant within this State.

\_\_\_\_\_  
(Initial)

---

I have read the foregoing questions and instructions, have answered all questions fully and frankly, and hereby affirm that all of the information provided herein is, of my own knowledge, true and correct. I am aware that I have a duty to advise the Supreme Court of Florida of any circumstances occurring after the date of this application that would affect my responses herein.

I hereby acknowledge that I have read Rule 16—Foreign Legal Consultancy Rule, in the *Rules Regulating The Florida Bar*, promulgated by the Supreme Court of Florida, and agree to abide by the rules and regulations applicable to such Foreign Legal Consultants.

In making this application for certification as a Foreign Legal Consultant in the State of Florida, I agree to provide any further information that may be required regarding my past record. I understand that an investigation will be made by The Florida Bar and/or its designee to determine my eligibility for certification, and I hereby authorize such investigation, whether by The Florida Bar, and/or the National Conference of Bar Examiners as their agents.

I also hereby swear that I (1) have read and am familiar with the Rules of Professional Conduct as adopted by the Supreme Court of Florida and will abide by, and be subject to, the provisions thereof; and (2) hereby submit to the jurisdiction of the Supreme Court of Florida for disciplinary purposes, as defined in chapter 3 of said Rules and Rule 16-1.6. I also authorize notification to the entity

governing the practice of law in the foreign country in which I am licensed to practice, of any disciplinary action taken against me in Florida; and I shall comply with the requirements of Rule 16-1.3(b) regarding disclosure. I hereby commit to notify the Supreme Court of Florida, in writing, of any resignation or revocation of my admission to practice in any foreign country, or in any other state or jurisdiction in which I have been licensed as an attorney, counselor at law, or equivalent, or as a foreign legal consultant, or of any censure, suspension, or expulsion with respect to such admission.

---

(Signature of Applicant)

STATE OF \_\_\_\_\_ )  
                        ) SS:  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_  
(name of person acknowledged)

who is (personally known to me) (or who has produced \_\_\_\_\_) and who (did/did not) take an oath.  
(type of identification)

---

(Signature of Person Taking Acknowledgment)

---

Name, Title or Rank

---

Serial Number, if any

## AFFIDAVIT REGARDING LAWSUITS CONTINUED GOOD STANDING, AND DISCIPLINE

On this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, personally appeared before me, the undersigned authority,  
\_\_\_\_\_, who, after being duly sworn did state upon his/her oath:

I, \_\_\_\_\_, the undersigned applicant for certification as a Foreign Legal Consultant, do hereby affirm that I will immediately advise The Florida Bar in writing, of any lawsuit brought against me that arises out of or is based upon any legal services rendered or offered to be rendered by me within the State of Florida.

I further promise to submit to The Florida Bar, on an annual basis, a sworn statement attesting to my good standing as an attorney, counselor at law, or the equivalent in the foreign country in which I am licensed to practice, and I shall also include with such statement an annual renewal fee equivalent to annual dues paid by members of The Florida Bar, in good standing, and such other evidence as The Florida Bar shall deem necessary to determine my continuing qualifications under Chapter 16 of the *Rules Regulating The Florida Bar*.

I further promise to immediately notify The Florida Bar, in writing, of any resignation or revocation of my admission to practice law in the country of \_\_\_\_\_, or of any censure, suspension or expulsion with regard to such admission.

---

(Signature of Applicant)

STATE OF \_\_\_\_\_ )  
 ) SS:  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_  
(name of person acknowledged)

who is (personally known to me) (or who has produced \_\_\_\_\_) and who (did/did not) take an oath.  
(type of identification)

---

(Signature of Person Taking Acknowledgment)

---

Name, Title or Rank

---

Serial Number, if any

## DESIGNATION OF FLORIDA SECRETARY OF STATE FOR SERVICE OF PROCESS

On this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, personally appeared before me, the undersigned authority, \_\_\_\_\_, who, after being duly sworn did state upon his/her oath:

I, \_\_\_\_\_, the undersigned applicant for certification as a Foreign Legal Consultant, do hereby irrevocably designate the Secretary of State, State of Florida, as my agent in the State of Florida upon whom process may be served, with like effect as if served personally upon me, in any action or proceeding hereafter brought against me and arising out of or based upon any legal services rendered or offered to be rendered by me within, or to residents of, the State of Florida whenever, after due diligence, service cannot be made upon me in the State of Florida at the address listed below or at such new address as I shall hereafter file with The Florida Bar.

My present address in the State of Florida is:

---

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---

(Signature of Applicant)

STATE OF \_\_\_\_\_ )  
                    ) SS:  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_  
(name of person acknowledged)

who is (personally known to me) (or who has produced \_\_\_\_\_) and who (did/did not) take an oath.  
(type of identification)

---

(Signature of Person Taking Acknowledgment)

---

Name, Title or Rank

---

Serial Number, if any

SUPREME COURT OF FLORIDA  
AUTHORIZATION AND RELEASE

I, \_\_\_\_\_, born at \_\_\_\_\_  
(City) \_\_\_\_\_ (State) \_\_\_\_\_

\_\_\_\_\_  
(Country) on \_\_\_\_\_, Social Security Number \_\_\_\_\_  
(Date)

or National Identification ("CEDULA") Number or equivalent \_\_\_\_\_

hereby apply for a character report and consent to have an investigation made as to my moral character, professional reputation and fitness for practice as a Foreign Legal Consultant, and acknowledge that such information as may be received will be reported to The Florida Bar. I agree to provide any further information that may be required regarding my past record.

I also authorize and request every person, firm, company, corporation, governmental agency, court, association or institution having control of any documents, medical records and/or other records and other information pertaining to me, to furnish to The Florida Bar or any of its agents or representatives any such information, including documents, medical records and/or other records, bar association files regarding charges or complaints filed against me, formal or informal, pending or closed, or any other pertinent data and to permit The Florida Bar or any of its agents or representatives to inspect and make copies of such documents, medical records and/or other records, and other information.

I hereby release, discharge and exonerate The Florida Bar, its members, agents or representatives and any persons so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, medical records and/or other records, and other information or the investigation made by The Florida Bar, its members, agents or representatives.

\_\_\_\_\_ (Signature of Applicant)

STATE OF \_\_\_\_\_ )  
 ) SS:  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_  
(name of person acknowledged)

who is (personally known to me) (or who has produced \_\_\_\_\_) and who (did/did not) take an oath.  
(type of identification)

\_\_\_\_\_ (Signature of Person Taking Acknowledgment)

\_\_\_\_\_ Name, Title or Rank

\_\_\_\_\_ Serial Number, if any

# NATIONAL CONFERENCE OF BAR EXAMINERS (NCBE)

## Request for Preparation of a Character Report

APPLICANT NAME: \_\_\_\_\_

First

Middle

Last

### Fee Schedule

| FEE CATEGORY                                                                                                                                                                                                                                                                                                             |       | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> I: LAW STUDENT REGISTRANT                                                                                                                                                                                                                                                                       | \$200 | <ul style="list-style-type: none"> <li>→ Law student whose request for a character report is received at NCBE <b>less than</b> 15 months after first enrollment in law school.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                  |
| <input type="checkbox"/> II: FIRST BAR ADMISSION <b>OR</b><br>LATE LAW STUDENT REGISTRANT *                                                                                                                                                                                                                              | \$275 | <ul style="list-style-type: none"> <li>→ Anticipated or recent law school graduate; <b>AND</b></li> <li>→ J.D. was awarded less than one year before this application is received at NCBE; <b>AND</b></li> <li>→ The applicant has not been admitted to the practice of law in any jurisdiction at the time this application is filed; <b>OR</b></li> <li>→ The applicant is a law student whose request for a character report is received at NCBE <b>more than</b> 15 months after first enrollment in law school.</li> </ul>                            |
| <input type="checkbox"/> III: ATTORNEY/BAR ADMISSION *                                                                                                                                                                                                                                                                   | \$375 | <ul style="list-style-type: none"> <li>→ Presently a member of a bar; <b>OR</b></li> <li>→ Not a member of a bar, but the application is received at NCBE more than one year after the J.D. was awarded.</li> </ul>                                                                                                                                                                                                                                                                                                                                        |
| <input type="checkbox"/> IV: FOREIGN-EDUCATED <b>OR</b><br>FOREIGN-LICENSED ATTORNEY                                                                                                                                                                                                                                     | \$750 | <ul style="list-style-type: none"> <li>→ Applicant's first law degree was not obtained in the United States, whether or not a subsequent U.S. law degree was conferred; <b>OR</b></li> <li>→ Current or former member of a bar of a foreign country; <b>OR</b></li> <li>→ Otherwise authorized to practice law in a foreign country.</li> </ul>                                                                                                                                                                                                            |
| <b>V: SUPPLEMENTAL</b> ( <i>see fees below</i> )                                                                                                                                                                                                                                                                         |       | <b>CONDITIONS</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| If NCBE has previously completed a character report, the applicant may be eligible for a reduced supplemental fee. An applicant is eligible for a supplemental fee only if the conditions in the right-hand column are satisfied. <b>Completion of a new application (by answering all questions again) is required.</b> |       | <ul style="list-style-type: none"> <li>→ The original jurisdiction releases the original report; <b>AND</b></li> <li>→ The jurisdiction to which application is being made is willing to accept a copy of the original NCBE character report together with a supplemental report with the understanding that no additional work will be undertaken to verify the original report; <b>AND</b></li> <li>→ The original NCBE report was completed less than four years before the date this request for a supplemental report is received at NCBE.</li> </ul> |
| <input type="checkbox"/> V(a): SUPPLEMENTAL *                                                                                                                                                                                                                                                                            | \$175 | <ul style="list-style-type: none"> <li>→ This report is prepared when the original NCBE report was completed for a <b>different</b> jurisdiction.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                               |
| <input type="checkbox"/> V(b): SUPPLEMENTAL *                                                                                                                                                                                                                                                                            | \$75  | <ul style="list-style-type: none"> <li>→ This report is prepared when the original NCBE report was completed for the <b>same</b> jurisdiction.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                  |
| <input type="checkbox"/> V(c): SUPPLEMENTAL                                                                                                                                                                                                                                                                              | \$300 | <ul style="list-style-type: none"> <li>→ This report is prepared when the original NCBE report was completed as a Category IV Foreign report.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                   |

\*Applicants with foreign credentials (education or bar admission) are processed under Category IV or Category V(c)—see Fee Categories and Descriptions above.

**Check with the jurisdiction to which you are applying to determine if you should remit the fee directly to NCBE.**

### METHOD OF PAYMENT

Payment (check or money order payable to NCBE) is enclosed. A returned check is subject to a \$25 fee.



Charge fee to my:     

Name on card\_\_\_\_\_

Billing address\_\_\_\_\_

City\_\_\_\_\_ State\_\_\_\_\_ Zip\_\_\_\_\_ Telephone (\_\_\_\_)

Country\_\_\_\_\_ Province\_\_\_\_\_

Credit Card#     -     -     -          Expiration Date   -

Signature\_\_\_\_\_

*(required for credit card payment)*

Note that if you withdraw your application prior to the generation of correspondence, a processing fee will be retained. Once correspondence is generated, the entire fee is nonrefundable. In addition to the processing fee, NCBE reserves the right to pass along the cost of obtaining records in conjunction with this application.

## DIRECTIONS

Answer all questions. If you answer affirmatively to certain questions you will be instructed to complete specific forms with more detailed information. These include Forms 1 through 10 which may be found at the end of the application. You may be required to make copies of some of the blank Forms 1 through 10; therefore, do not mark on a form until you have made the requisite number of copies.

Your application will be processed only after you provide all the necessary information. To avoid delays, be sure to:

- Type your answers or print legibly using black or blue ink. Illegible applications will not be accepted.
- Advise references, current employers, former employers and creditors that our agency may be contacting them.
- Answer every question; do not leave anything blank. Incomplete applications will not be accepted.
- Provide the correct number, street name, city, state, and zip code for each address. Use the two-letter codes to indicate state/territory names. For your convenience these codes are listed at the bottom of this page.
- Indicate dates in the following format: month/day/year. For example, October 5, 2001, should be written as 10/05/2001.
- Make your responses as concise as possible, using only standard abbreviations to make your information fit into the spaces provided. Some fields are deliberately restricted; if you need additional space to answer a question, attach a separate sheet of paper with the question number clearly identified.
- Complete all forms required; you must provide all the requested information.
- It is your responsibility to provide accurate and complete information. If necessary, you need to consult with applicable courts, agencies, or other entities to obtain dates, locations, or other required information.
- Sign all forms requiring your signature in front of a notary public.
- Include three original properly executed Authorization and Release Forms. These forms must be single-sided.
- Providing incomplete information will delay the processing of your application.
- Contact the jurisdiction to which you are applying for mailing instructions.
- Keep a copy of your completed application for your personal records.
- It is your responsibility to update your application during its pendency. You can obtain amendment forms online at [www.ncbex.org](http://www.ncbex.org) by clicking on the Character and Fitness tab.

If you have any questions regarding these directions, you may contact NCBE at:

|                                                                                            |                                                                  |                                                                                                                                    |
|--------------------------------------------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| National Conference of Bar Examiners<br>302 South Bedford Street<br>Madison, WI 53703-3622 | Phone: (608)280-8550<br>Fax: (608)316-3101<br>TDD: (608)661-1275 | Website: <a href="http://www.ncbex.org">www.ncbex.org</a><br>Email: <a href="mailto:contact_cf@ncbex.org">contact_cf@ncbex.org</a> |
|--------------------------------------------------------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|

### The two letter codes to indicate state/territory names are as follows:

|           |                      |           |               |           |                          |           |                |
|-----------|----------------------|-----------|---------------|-----------|--------------------------|-----------|----------------|
| <b>AL</b> | Alabama              | <b>IL</b> | Illinois      | <b>NE</b> | Nebraska                 | <b>PR</b> | Puerto Rico    |
| <b>AK</b> | Alaska               | <b>IN</b> | Indiana       | <b>NV</b> | Nevada                   | <b>RI</b> | Rhode Island   |
| <b>AZ</b> | Arizona              | <b>IA</b> | Iowa          | <b>NH</b> | New Hampshire            | <b>SC</b> | South Carolina |
| <b>AR</b> | Arkansas             | <b>KS</b> | Kansas        | <b>NJ</b> | New Jersey               | <b>SD</b> | South Dakota   |
| <b>CA</b> | California           | <b>KY</b> | Kentucky      | <b>NM</b> | New Mexico               | <b>TN</b> | Tennessee      |
| <b>CO</b> | Colorado             | <b>LA</b> | Louisiana     | <b>NY</b> | New York                 | <b>TX</b> | Texas          |
| <b>CT</b> | Connecticut          | <b>ME</b> | Maine         | <b>NC</b> | North Carolina           | <b>UT</b> | Utah           |
| <b>DE</b> | Delaware             | <b>MD</b> | Maryland      | <b>ND</b> | North Dakota             | <b>VT</b> | Vermont        |
| <b>DC</b> | District of Columbia | <b>MA</b> | Massachusetts | <b>MP</b> | Northern Mariana Islands | <b>VA</b> | Virginia       |
| <b>FL</b> | Florida              | <b>MI</b> | Michigan      | <b>OH</b> | Ohio                     | <b>VI</b> | Virgin Islands |
| <b>GA</b> | Georgia              | <b>MN</b> | Minnesota     | <b>OK</b> | Oklahoma                 | <b>WA</b> | Washington     |
| <b>GU</b> | Guam                 | <b>MS</b> | Mississippi   | <b>OR</b> | Oregon                   | <b>WV</b> | West Virginia  |
| <b>HI</b> | Hawaii               | <b>MO</b> | Missouri      | <b>PW</b> | Palau                    | <b>WI</b> | Wisconsin      |
| <b>ID</b> | Idaho                | <b>MT</b> | Montana       | <b>PA</b> | Pennsylvania             | <b>WY</b> | Wyoming        |

# APPLICATION TO THE BAR OF \_\_\_\_\_ (Jurisdiction)

Name \_\_\_\_\_  
First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_ Social Security Number\*

NCBE Number \_\_\_\_\_ If you need to make any changes to your name, date of birth and/or Social Security Number you must do so by updating your [NCBE Number information](#).

## APPLYING AS (choose one category):

- Law Student Registrant (See Fee Schedule Description)  In-House Counsel  
 Motion/Reciprocity Applicant  Notary Public  
 Bar Examination Applicant (exam date: \_\_\_\_\_ Mo/Yr)  Foreign Legal Consultant

List below all the other names or surnames you have used or been known by, and describe when, how, and why your name was changed (e.g., marriage or divorce).

■ First, Middle, Last Name, Suffix

\_\_\_\_\_ From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

Reason for change \_\_\_\_\_

■ First, Middle, Last Name, Suffix

\_\_\_\_\_ From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

Reason for change \_\_\_\_\_

Sex:  Male  Female Date of birth: Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Place of birth: City \_\_\_\_\_ State \_\_\_\_\_

Country \_\_\_\_\_

Of what country are you a citizen? \_\_\_\_\_

If you are not a citizen of the United States, what is your immigration status?

Telephone numbers and an e-mail address at which you can be reached during the next six months:

(\_\_\_\_\_) (\_\_\_\_\_) \_\_\_\_\_  
Home Office E-mail

Mailing address at which you can be contacted about this application during the next six months:

Check if address is:  Residence or  Business

If business, name of firm \_\_\_\_\_

Address/P.O. Box \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

\*Furnishing your Social Security Number (SSN) is voluntary pursuant to the Federal Privacy Act of 1974. Your SSN will be used for purposes of investigation and verification and will help avoid errors of identity which might introduce problems and delays into the certification and licensure process. For example, many educational institutions and law enforcement agencies can only access your records if the SSN is provided.

RESIDENCE INFORMATION  
Make additional copies of this page as necessary.

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1. List every permanent or temporary physical address where you have resided for a period of one month or longer in reverse chronological order:

- If you have submitted an application for bar admission or to pre-register as a law student with a bar admitting authority, or have been admitted, licensed, or authorized to practice law, provide your residency information for the last ten years or since you were first admitted, licensed, or authorized to practice law, **whichever period of time is longer**.
- If the previous category does not apply to you, provide your residency information for the last ten years or since age 18, **whichever period of time is longer**.

**Current Address**      *From Mo/Yr* \_\_\_\_\_

*Street Address* \_\_\_\_\_

*City* \_\_\_\_\_ *County* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

■ *From Mo/Yr* \_\_\_\_\_ *To Mo/Yr* \_\_\_\_\_

*Street Address* \_\_\_\_\_

*City* \_\_\_\_\_ *County* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

■ *From Mo/Yr* \_\_\_\_\_ *To Mo/Yr* \_\_\_\_\_

*Street Address* \_\_\_\_\_

*City* \_\_\_\_\_ *County* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

■ *From Mo/Yr* \_\_\_\_\_ *To Mo/Yr* \_\_\_\_\_

*Street Address* \_\_\_\_\_

*City* \_\_\_\_\_ *County* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

■ *From Mo/Yr* \_\_\_\_\_ *To Mo/Yr* \_\_\_\_\_

*Street Address* \_\_\_\_\_

*City* \_\_\_\_\_ *County* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

■ *From Mo/Yr* \_\_\_\_\_ *To Mo/Yr* \_\_\_\_\_

*Street Address* \_\_\_\_\_

*City* \_\_\_\_\_ *County* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

EDUCATION INFORMATION  
Make additional copies of this page as necessary.

---

2. List complete information regarding your college/university attendance, including institutions at which you studied abroad, in reverse chronological order. **Report all law-related education and law schools in Question 3.** If the school's name has changed since your attendance, provide the current and former names. Please indicate the degree received or enter "No Degree" if you did not receive a degree. Multiple degrees received from the same school require separate entries, as do multiple periods of attendance (other than those interrupted only by school vacations).

■

College \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

Degree received (No Degree, B.A., M.S., etc.) \_\_\_\_\_

Field(s) of Study \_\_\_\_\_

■

College \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

Degree received (No Degree, B.A., M.S., etc.) \_\_\_\_\_

Field(s) of Study \_\_\_\_\_

- 
3. List complete information regarding your attendance at law schools/colleges/universities where you have studied or are currently studying law, including institutions at which you studied abroad, in reverse chronological order. If the school's name has changed since your attendance, provide the current and former names. Please indicate the degree received or expected to be received or enter "No Degree" if you did not receive a degree. Multiple degrees received from the same school require separate entries, as do multiple periods of attendance (other than those interrupted only by school vacations).

■

Law School \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_ Date degree received or expected (Mo/Yr) \_\_\_\_\_

Degree received or expected to be received (No Degree, J.D., LL.B., LL.M., etc.) \_\_\_\_\_

■

Law School \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_ Date degree received or expected (Mo/Yr) \_\_\_\_\_

Degree received or expected to be received (No Degree, J.D., LL.B., LL.M., etc.) \_\_\_\_\_

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EDUCATION INFORMATION

4. Did you engage in law office study in lieu of receiving a J.D.? (This is permitted only in certain jurisdictions.)

Yes  No

If yes, under the approval of what jurisdiction? \_\_\_\_\_

Indicate when and where: *From Mo/Yr* \_\_\_\_\_ *To Mo/Yr* \_\_\_\_\_

*Name of Firm* \_\_\_\_\_

*Proctor* \_\_\_\_\_

*Firm Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

5. Have you ever been dropped, suspended, warned, placed on scholastic or disciplinary probation, expelled, requested to resign, or allowed to resign in lieu of discipline from any college or university (including law school), or otherwise subjected to discipline by any such institution or requested or advised by any such institution to discontinue your studies there?

Yes  No

If you answered yes, provide the following information:

*Name of Institution* \_\_\_\_\_

*Type of Action* \_\_\_\_\_ *Date Action Taken* \_\_\_\_\_

*Explanation of Institution Action* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## ADMISSION INFORMATION

### 6. PRIOR APPLICATIONS FOR ADMISSION AND AUTHORIZATION TO PRACTICE

Have you ever submitted an application to pre-register as a law student, applied for bar admission, applied as a foreign legal consultant or in-house counsel, or been admitted, licensed, or authorized to practice law in any U.S. jurisdiction (state, territory, or the District of Columbia), tribal court, or foreign jurisdiction, including admission to the bar by examination, motion, or diploma privilege? (DO NOT include information regarding admission to the U.S. federal courts or authorizations to appear pro hac vice.)

Yes     No

If yes, list **every** U.S. or foreign jurisdiction, including tribal court, to which you have:

- submitted an application to pre-register as a law student, take a bar examination, register as a foreign legal consultant or in-house counsel, or be admitted to a bar or tribal court on motion.
- been admitted, registered, licensed, or authorized to practice law.
- submitted an application to be reinstated to a bar or tribal court.

Multiple applications and examinations in a U.S. jurisdiction, tribal court, or foreign jurisdiction require separate entries. Provide a brief narrative explanation of the circumstances surrounding the reason for any withdrawals of applications or failures to be admitted (other than those due to failing the examination).

If admitted to the bar of New York, indicate the judicial department to which admitted, and complete **FORM 10**.



Name of U.S. jurisdiction, tribal court, or foreign jurisdiction \_\_\_\_\_

Name and address of foreign bar authority \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Application Type:  Bar Exam     Motion/Reciprocity  
 Foreign Legal Consultant     Diploma     Law Student Registrant  
 Transferred UBE Score     Other \_\_\_\_\_

Date application made (Mo/Yr) \_\_\_\_\_

Date examination taken (Mo/Yr) \_\_\_\_\_

Reason not admitted:  Failed exam     Withdrawn application     Pending     Denied     Other reason

Explanation \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Admission or Readmission date (Mo/Day/Yr) \_\_\_\_\_ Bar Number\* \_\_\_\_\_

Admitted/Registered as:  Attorney     In-House Counsel     Foreign Legal Consultant     Other \_\_\_\_\_

■ Name of U.S. jurisdiction, tribal court, or foreign jurisdiction \_\_\_\_\_

Name and address of foreign bar authority \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Application Type:  Bar Exam     Motion/Reciprocity     Diploma     Law Student Registrant  
 Foreign Legal Consultant     Transferred UBE Score     Other \_\_\_\_\_

Date application made (Mo/Yr) \_\_\_\_\_

Date examination taken (Mo/Yr) \_\_\_\_\_

Reason not admitted:  Failed exam     Withdrawn application     Pending     Denied     Other reason

Explanation \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Admission or Readmission date (Mo/Day/Yr) \_\_\_\_\_ Bar Number\* \_\_\_\_\_

Admitted/Registered as:  Attorney     In-House Counsel     Foreign Legal Consultant     Other \_\_\_\_\_

\*If the jurisdiction does not issue a Bar Number leave this space blank.

## LEGAL AND OTHER EMPLOYMENT INFORMATION

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**7. List your employment and unemployment information, beginning with the most recent:**

- If you have submitted an application for bar admission or to pre-register as a law student with a bar admitting authority, or have been admitted, licensed, or authorized to practice law, provide your employment information for the last ten years or since you were first admitted, licensed, or authorized to practice law, ***whichever period of time is longer.\****
- If the previous category does not apply to you, provide your employment information for the last ten years or since age 18, ***whichever period of time is shorter.\****

**\*Include any law-related employment that occurred prior to the time period for which you are reporting.**

Follow these instructions:

- Employment encompasses all part-time and full-time employment, including self-employment, externships, internships (paid and unpaid), clerkships, military service, volunteer work, and temporary employment. If you were employed by a temporary agency, provide the name, mailing address, and telephone number of the temporary agency and also note the name of the firm/company to which you were assigned.
- Account for any unemployment period of more than three months (i.e., attending law school, studying for the bar examination, seeking employment, etc.). For these periods of time, ***check the box for Unemployment Period and describe your activities while you were unemployed in the field labeled Employment Position/Description of Unemployment.***
- Do not furnish your own name or the name of someone to whom you are related by blood or marriage as a confirming reference.

■ CURRENT EMPLOYMENT       Currently Unemployed Since Mo/Yr \_\_\_\_\_

From Mo/Yr \_\_\_\_\_ To PRESENT

*Employment Position/Description of Unemployment* \_\_\_\_\_

*Employer or Firm* \_\_\_\_\_

*Supervisor/ Associate Name* \_\_\_\_\_

*Employer or Firm Mailing Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Employer Telephone* (\_\_\_\_) \_\_\_\_\_ *Supervisor/ Associate E-mail* \_\_\_\_\_

*If you are self-employed or employed by a relative, provide a reference (preferably someone associated with the business) to whom you are not related by blood or marriage who can verify the nature and length of your employment or practice. Do not list yourself or a relative as a confirming reference. If you provide a business address, please include the names of both the reference and the business.*

*Name(s)* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Telephone* (\_\_\_\_) \_\_\_\_\_ *E-mail* \_\_\_\_\_

LEGAL AND OTHER EMPLOYMENT INFORMATION

Make additional copies of this page as necessary.

**DO NOT furnish your own name or your own contact information for verifying employment.**

■ From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_  Unemployment Period

Employment Position/Description of Unemployment \_\_\_\_\_

Employer or Firm \_\_\_\_\_

(At time of employment)

Reason for leaving \_\_\_\_\_

Supervisor/Associate Name \_\_\_\_\_

Employer or Firm Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Employer Telephone (\_\_\_\_\_) \_\_\_\_\_ Supervisor/Associate E-mail \_\_\_\_\_

- If the employer's/firm's name or address has changed, check this box and provide the current employer's/firm's information below.
- If you were self-employed, or employed by a relative, or if the firm is out of business, check this box and provide a reference (preferably someone associated with the business) to whom you are not related by blood or marriage who can verify the nature and length of your employment or practice. **Do not list yourself or a relative as a confirming reference.** If you provide a business address, please include the names of both the reference and the business.

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

■ From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_  Unemployment Period

Employment Position/Description of Unemployment \_\_\_\_\_

Employer or Firm \_\_\_\_\_

(At time of employment)

Reason for leaving \_\_\_\_\_

Supervisor/Associate Name \_\_\_\_\_

Employer or Firm Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Employer Telephone (\_\_\_\_\_) \_\_\_\_\_ Supervisor/Associate E-mail \_\_\_\_\_

- If the employer's/firm's name or address has changed, check this box and provide the current employer's/firm's information below.
- If you were self-employed, or employed by a relative, or if the firm is out of business, check this box and provide a reference (preferably someone associated with the business) to whom you are not related by blood or marriage who can verify the nature and length of your employment or practice. **Do not list yourself or a relative as a confirming reference.** If you provide a business address, please include the names of both the reference and the business.

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Telephone (\_\_\_\_\_) \_\_\_\_\_ E-mail \_\_\_\_\_

**STANDARD NCBE**

Revised 03/20/2014

EMPLOYMENT AND PROFESSIONAL INFORMATION

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8. Have you ever been terminated, suspended, disciplined, laid-off, or permitted to resign in lieu of termination from any job? (If the employment was not previously listed, please go back and add it to Question 7.)

Yes       No

If yes, provide the following information about *each* occurrence:



*Employer or Firm* \_\_\_\_\_

*Dates of Employment:* From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

*Disposition:*  Terminated     Suspended     Disciplined     Laid-Off     Permitted to resign

*Date of disposition (Mo/Yr)* \_\_\_\_\_

*Explanation of circumstances* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



*Employer or Firm* \_\_\_\_\_

*Dates of Employment:* From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

*Disposition:*  Terminated     Suspended     Disciplined     Laid-Off     Permitted to resign

*Date of disposition (Mo/Yr)* \_\_\_\_\_

*Explanation of circumstances* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. List the full name and address of each mandatory or voluntary bar association of which you have been or are currently a member. If you have been or are currently a member, review question 6 and report all applicable entries.

Check here if you have never been a member.



*Name of Bar Association* \_\_\_\_\_

*Dates of Membership:* From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_



*Name of Bar Association* \_\_\_\_\_

*Dates of Membership:* From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

CHARACTER AND FITNESS INFORMATION

**10. A.** Have you ever been disbarred, suspended, censured, or otherwise reprimanded or disqualified as an attorney?

Yes       No

**B.** Have you ever been the subject of any charges, complaints, or grievances (formal or informal) concerning your conduct as an attorney, including any now pending?

Yes       No

Check here if you have never been admitted to practice law.

If you answered yes to 10A and/or 10B, please provide the following information for *each* matter:

Name of Regulatory Agency \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Case Number (*if applicable*) \_\_\_\_\_

Action Taken \_\_\_\_\_ Date \_\_\_\_\_

Explanation \_\_\_\_\_

**11.** Have you ever been the subject of any charges, complaints, or grievances (formal or informal) alleging that you engaged in the unauthorized practice of law, including any now pending?

Yes       No

If the answer is yes, please provide the following information for *each* matter:

Name of Regulatory Agency \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Case Number (*if applicable*) \_\_\_\_\_

Action Taken \_\_\_\_\_ Date \_\_\_\_\_

Explanation \_\_\_\_\_

**12.** Have sanctions ever been entered against you, or have you ever been disqualified from participating in any case?

Yes       No

Check here if you have never been admitted to practice law.

If the answer is yes, please provide the following for *each* sanction or disqualification:

Name of Court \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Case Number \_\_\_\_\_

Action Taken \_\_\_\_\_

From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

Reason for the sanction or disqualification \_\_\_\_\_

Attach a copy of the order of sanction or disqualification.

CHARACTER AND FITNESS INFORMATION

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- 13.** Have you ever been a member of the armed forces of the United States, its reserve components, or the National Guard?  Yes  No

If yes, complete a separate **FORM 1** for *each* period of service.

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- 14.** Have you ever held judicial office?  Yes  No

If yes, provide the following information about *each* office:



*Office Held* \_\_\_\_\_ *From Mo/Yr* \_\_\_\_\_ *To Mo/Yr* \_\_\_\_\_

*Name of Court* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Reason for termination (if applicable)* \_\_\_\_\_

---

- 15.** Have you ever applied for a license (even if the application was subsequently withdrawn) or held a license for a business, trade, or profession, other than as an attorney-at-law?  Yes  No

If yes, provide the following information about *each* license:



*Type of License* \_\_\_\_\_

*Current Status of License* \_\_\_\_\_ *Application Date (Mo/Yr)* \_\_\_\_\_

*License Number (if applicable)* \_\_\_\_\_ *Expiration/Inactive Date (Mo/Yr)* \_\_\_\_\_

*Issuing Authority* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_ *Telephone ( )* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_



*Type of License* \_\_\_\_\_

*Current Status of License* \_\_\_\_\_ *Application Date (Mo/Yr)* \_\_\_\_\_

*License Number (if applicable)* \_\_\_\_\_ *Expiration/Inactive Date (Mo/Yr)* \_\_\_\_\_

*Issuing Authority* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_ *Telephone ( )* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

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## CHARACTER AND FITNESS INFORMATION

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- 16.** Have you ever been denied a license or had a license revoked for business, trade, or profession (e.g., CPA, real estate broker, physician, patent practitioner)? (If the license was not previously listed, please go back and add it to Question 15.)

Yes       No

If yes, please provide the following information for *each* denial or revocation:

*Action Type:*       Denial       Revocation

*License (Type, Application Date, License Number):* \_\_\_\_\_

*Name of Regulatory Agency:* \_\_\_\_\_

*Address:* \_\_\_\_\_

*City:* \_\_\_\_\_ *State:* \_\_\_\_\_ *Zip:* \_\_\_\_\_

*Country:* \_\_\_\_\_ *Province:* \_\_\_\_\_

*Action Taken:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Explanation:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 17. A.** Have you ever been suspended, censured, or otherwise reprimanded or disqualified as a member of another profession, or as a holder of public office?  Yes       No

- B.** Have you ever been the subject of any charges, complaints, or grievances (formal or informal) concerning your conduct as a member of any other profession, or as a holder of public office, including any now pending?  Yes       No

If you answered yes to 17A and/or 17B, please provide the following information for *each* matter:

*Name of Regulatory Agency:* \_\_\_\_\_

*Address:* \_\_\_\_\_

*City:* \_\_\_\_\_ *State:* \_\_\_\_\_ *Zip:* \_\_\_\_\_

*Country:* \_\_\_\_\_ *Province:* \_\_\_\_\_

*Case Number (if applicable):* \_\_\_\_\_

*Action Taken:* \_\_\_\_\_ *Date:* \_\_\_\_\_

*Explanation:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 18.** Has any surety on any bond on which you were the principal been required to pay any money on your behalf?

Yes       No

If yes, complete **FORM 2**.

- 
- 19.** Have you ever been a named party to any civil action?  Yes       No

**NOTE:** Family law matters (including continuing orders for child support) should be included here.

If yes, complete a separate **FORM 3** for *each* action.

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CHARACTER AND FITNESS INFORMATION

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20. Have you ever had a complaint or action (including, but not limited to, allegations of fraud, deceit, misrepresentation, forgery, or malpractice) initiated against you in any administrative forum?

Yes       No

If yes, complete a separate **FORM 3A** for *each* complaint or action.

---

21. A. Have you ever been cited for, arrested for, charged with, or convicted of any alcohol- or drug-related traffic violation other than a violation that was resolved in juvenile court?       Yes       No

If yes, complete a separate **FORM 5** for *each* incident.

- B. Have you been cited for, arrested for, charged with, or convicted of any moving traffic violation during the past ten years? (Omit parking violations.)       Yes       No

If yes, report *each* incident on **FORM 5T**.

**NOTE:** Your responses to Questions 21A and 21B must include matters that have been dismissed, expunged, subject to a diversion or deferred prosecution program, or otherwise set aside.

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22. Have you ever been cited for, arrested for, charged with, or convicted of any violation of any law other than a case that was resolved in juvenile court? (Report traffic violations at Questions 21.)

Yes       No

If yes, complete a separate **FORM 5** for *each* incident.

**NOTE:** Include matters that have been dismissed, expunged, subject to a diversion or deferred prosecution program, or otherwise set aside.

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23. Have you ever filed a petition for bankruptcy?       Yes       No

If yes, complete a separate **FORM 4** for *each* bankruptcy petition filed.

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24. A. Have you ever had a credit card or charge account revoked?       Yes       No
- B. Have you ever defaulted on any student loans?       Yes       No
- C. Have you ever defaulted on any other debt?       Yes       No
- D. Have you had any debts of \$500 or more (including credit cards, charge accounts, and student loans) that have been more than 90 days past due within the past three years?       Yes       No
- E. If your answer to Question 23 is yes, are there any additional debts not reported in Questions 24(A-D) that were not discharged in bankruptcy?       Yes       No

If you answered yes to 24A, 24B, 24C, 24D, and/or 24E, complete a separate **FORM 6** for *each* debt.

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## PREAMBLE TO QUESTIONS 25, 26, and 27

Through this application, the National Conference of Bar Examiners makes inquiry about circumstances that may affect an applicant's ability to meet the professional responsibilities of a lawyer. This information is treated confidentially by the National Conference and will be disclosed only to the jurisdiction(s) to which a report is submitted. The purpose of such inquiries is to allow jurisdictions to determine the current fitness of an applicant to practice law. The mere fact of treatment, monitoring, or participation in a support group is not, in itself, a basis on which admission is denied; boards of bar examiners routinely certify for admission individuals who demonstrate personal responsibility and maturity in dealing with fitness issues. The National Conference encourages applicants who may benefit from assistance to seek it.

Boards do, on occasion, deny certification to applicants whose ability to function is impaired in a manner relevant to the practice of law at the time that the licensing decision is made, or to applicants who demonstrate a lack of candor by their responses. This is consistent with the public purpose that underlies the licensing responsibilities assigned to bar admission agencies; further, the responsibility for demonstrating qualification to practice law is ordinarily assigned to the applicant in most jurisdictions.

The National Conference does not seek information that is fairly characterized as situational counseling. Examples of situational counseling include stress counseling, domestic counseling, grief counseling, and counseling for eating or sleeping disorders. The National Conference does not seek medical records.

---

25. Within the past five years, have you exhibited any conduct or behavior that could call into question your ability to practice law in a competent, ethical, and professional manner?  Yes  No

If you answered yes, furnish a thorough explanation below:

*Explanation* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Relevant date(s)* \_\_\_\_\_  
\_\_\_\_\_

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CHARACTER AND FITNESS INFORMATION

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26. A. Do you currently have any condition or impairment (including, but not limited to, substance abuse, alcohol abuse, or a mental, emotional, or nervous disorder or condition) that in any way affects your ability to practice law in a competent, ethical, and professional manner?  Yes  No

B. If your answer to Question 26(A) is yes, are the limitations caused by your condition or impairment reduced or ameliorated because you receive ongoing treatment or because you participate in a monitoring or support program?  Yes  No

If your answer to Question 26(A) or (B) is yes, complete a separate **FORM 7 & 8** for each service provider. Duplicate **FORMS 7 & 8** as needed. As used in Question 26, "currently" means recently enough that the condition or impairment could reasonably affect your ability to function as a lawyer.

---

27. Within the past five years, have you asserted any condition or impairment as a defense, in mitigation, or as an explanation for your conduct in the course of any inquiry, any investigation, or any administrative or judicial proceeding by an educational institution, government agency, professional organization, or licensing authority; or in connection with an employment disciplinary or termination procedure?  Yes  No

If you answered yes, furnish a thorough explanation below:

*Name of entity before which the issue was raised (i.e., court, agency, etc.)* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_ *Telephone ( )* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Nature of the proceeding* \_\_\_\_\_

*Relevant date(s)* \_\_\_\_\_

*Disposition, if any* \_\_\_\_\_

*Explanation* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERSONAL AND PROFESSIONAL REFERENCES

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28. Provide complete information for at least six references, preferably persons who have known you for a minimum of five years. You are encouraged to include one reference from every locality where you have lived during the last ten years. Do not list yourself, anyone who is related to you by blood or marriage, or anyone who resides at your current residential address. Do not use names listed in response to Question 7 (employment). If you provide a business address, please include the names of both the reference and the business.

■ Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

E-mail \_\_\_\_\_ Occupation \_\_\_\_\_ Years Known \_\_\_\_\_

■ Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

E-mail \_\_\_\_\_ Occupation \_\_\_\_\_ Years Known \_\_\_\_\_

■ Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

E-mail \_\_\_\_\_ Occupation \_\_\_\_\_ Years Known \_\_\_\_\_

■ Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

E-mail \_\_\_\_\_ Occupation \_\_\_\_\_ Years Known \_\_\_\_\_

■ Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

E-mail \_\_\_\_\_ Occupation \_\_\_\_\_ Years Known \_\_\_\_\_

■ Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

E-mail \_\_\_\_\_ Occupation \_\_\_\_\_ Years Known \_\_\_\_\_

## ACKNOWLEDGMENT OF COMPLETE APPLICATION

[REDACTED]

I have read the foregoing document and have answered all questions fully and frankly. The answers are complete and true to the best of my knowledge. I have not modified the questions in any respect, and I understand that should they be modified, work on my application by NCBE will be terminated and any fees paid to NCBE will be forfeited. I understand that I should update my application during its pendency and that failure to do so may result in delays in its processing.

---

*Signature of Applicant*

*Date*

STATE/DISTRICT OF \_\_\_\_\_

COUNTY/PARISH OF \_\_\_\_\_

Subscribed and sworn to or affirmed before me this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_  
*Month*                   *Year*

*Signature of Notary Public*

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

Seal or stamp must be affixed to each original.

DO NOT ALTER THESE FORMS  
Corrections/erasures VOID this form  
Execute three original copies  
Please use black or blue ink

NCBE Number \_\_\_\_\_

## AUTHORIZATION AND RELEASE

I, (*Name*) \_\_\_\_\_,

born at (*City*) \_\_\_\_\_, (*State*) \_\_\_\_\_,

(*COUNTRY*) \_\_\_\_\_, on (*Date of Birth*) \_\_\_\_\_,

having filed an application with the admission authority of the bar of \_\_\_\_\_ as one  
(*Jurisdiction*) \_\_\_\_\_

of the following: Law Student Registrant, Motion/Reciprocity Applicant, Bar Examination Applicant, In-House Counsel, Notary Public, or Foreign Legal Consultant, hereby apply for a character report to be prepared by the National Conference of Bar Examiners (NCBE). I further consent to allow NCBE to conduct an investigation as to my moral character, professional reputation, and fitness for the practice of law. I further agree to provide additional information which may be required concerning my past record. I understand that the contents of my character report are treated confidentially by NCBE and are reported only to bar admission authorities for the purpose of making a determination regarding my character and fitness to practice law.

I also authorize and request every person, firm, company, corporation, association, court, school, college, university, other educational institution, government agency, law enforcement agency, and any other agency having control of any records, files, documents, writings, or other information pertaining to me to furnish to NCBE any such information regarding any and all charges, complaints, disciplinary actions, grievances, sanctions, suspensions, reprimands, disqualifications, censures, resignations, terminations, citations, arrests, indictments, convictions, judgments, courts-martial, non-judicial punishments, or administrative discharges (including those dismissed or otherwise erased or expunged by law, whether formal or informal, pending or closed), or any other pertinent data or information pertaining to me. I further authorize NCBE or any of its agents or representatives to inspect and make copies of such documents, records, or other information. The records, however, will not include information relating to any juvenile offense.

I authorize the National Personnel Records Center in St. Louis, MO, or other custodian of my military record to release to NCBE information or photocopies from my military record.

I hereby release, discharge, and exonerate NCBE, its agents and representatives, the admitting authority of the above jurisdiction, its agents and representatives, and any person so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information, or the investigation made by NCBE or by the admitting authority.

*Signature of Applicant*

*Date*

STATE/DISTRICT OF \_\_\_\_\_

COUNTY/PARISH OF \_\_\_\_\_

Subscribed and sworn to or affirmed before me this \_\_\_\_\_ day

of \_\_\_\_\_, \_\_\_\_\_  
*Month*                           *Year*

*Signature of Notary Public*

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

Seal or stamp must be affixed to each original.

Authorization and Release Form

**STANDARD NCBE**  
**Revised 03/20/2014**

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DO NOT ALTER THESE FORMS  
Corrections/erasures VOID this form  
Execute three original copies  
Please use black or blue ink

NCBE Number \_\_\_\_\_

## AUTHORIZATION AND RELEASE

I, (*Name*) \_\_\_\_\_,

born at (*City*) \_\_\_\_\_, (*State*) \_\_\_\_\_,

(*COUNTRY*) \_\_\_\_\_, on (*Date of Birth*) \_\_\_\_\_,

having filed an application with the admission authority of the bar of \_\_\_\_\_ as one  
(*Jurisdiction*) \_\_\_\_\_

of the following: Law Student Registrant, Motion/Reciprocity Applicant, Bar Examination Applicant, In-House Counsel, Notary Public, or Foreign Legal Consultant, hereby apply for a character report to be prepared by the National Conference of Bar Examiners (NCBE). I further consent to allow NCBE to conduct an investigation as to my moral character, professional reputation, and fitness for the practice of law. I further agree to provide additional information which may be required concerning my past record. I understand that the contents of my character report are treated confidentially by NCBE and are reported only to bar admission authorities for the purpose of making a determination regarding my character and fitness to practice law.

I also authorize and request every person, firm, company, corporation, association, court, school, college, university, other educational institution, government agency, law enforcement agency, and any other agency having control of any records, files, documents, writings, or other information pertaining to me to furnish to NCBE any such information regarding any and all charges, complaints, disciplinary actions, grievances, sanctions, suspensions, reprimands, disqualifications, censures, resignations, terminations, citations, arrests, indictments, convictions, judgments, courts-martial, non-judicial punishments, or administrative discharges (including those dismissed or otherwise erased or expunged by law, whether formal or informal, pending or closed), or any other pertinent data or information pertaining to me. I further authorize NCBE or any of its agents or representatives to inspect and make copies of such documents, records, or other information. The records, however, will not include information relating to any juvenile offense.

I authorize the National Personnel Records Center in St. Louis, MO, or other custodian of my military record to release to NCBE information or photocopies from my military record.

I hereby release, discharge, and exonerate NCBE, its agents and representatives, the admitting authority of the above jurisdiction, its agents and representatives, and any person so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information, or the investigation made by NCBE or by the admitting authority.

*Signature of Applicant*

*Date*

STATE/DISTRICT OF \_\_\_\_\_

COUNTY/PARISH OF \_\_\_\_\_

Subscribed and sworn to or affirmed before me this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_  
*Month*                           *Year*

*Signature of Notary Public*

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

Seal or stamp must be affixed to each original.

Authorization and Release Form

**STANDARD NCBE**  
**Revised 03/20/2014**

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DO NOT ALTER THESE FORMS  
Corrections/erasures VOID this form  
Execute three original copies  
Please use black or blue ink

NCBE Number \_\_\_\_\_

## AUTHORIZATION AND RELEASE

I, (*Name*) \_\_\_\_\_,

born at (*City*) \_\_\_\_\_, (*State*) \_\_\_\_\_,

(*COUNTRY*) \_\_\_\_\_, on (*Date of Birth*) \_\_\_\_\_,

having filed an application with the admission authority of the bar of \_\_\_\_\_ as one  
(*Jurisdiction*) \_\_\_\_\_

of the following: Law Student Registrant, Motion/Reciprocity Applicant, Bar Examination Applicant, In-House Counsel, Notary Public, or Foreign Legal Consultant, hereby apply for a character report to be prepared by the National Conference of Bar Examiners (NCBE). I further consent to allow NCBE to conduct an investigation as to my moral character, professional reputation, and fitness for the practice of law. I further agree to provide additional information which may be required concerning my past record. I understand that the contents of my character report are treated confidentially by NCBE and are reported only to bar admission authorities for the purpose of making a determination regarding my character and fitness to practice law.

I also authorize and request every person, firm, company, corporation, association, court, school, college, university, other educational institution, government agency, law enforcement agency, and any other agency having control of any records, files, documents, writings, or other information pertaining to me to furnish to NCBE any such information regarding any and all charges, complaints, disciplinary actions, grievances, sanctions, suspensions, reprimands, disqualifications, censures, resignations, terminations, citations, arrests, indictments, convictions, judgments, courts-martial, non-judicial punishments, or administrative discharges (including those dismissed or otherwise erased or expunged by law, whether formal or informal, pending or closed), or any other pertinent data or information pertaining to me. I further authorize NCBE or any of its agents or representatives to inspect and make copies of such documents, records, or other information. The records, however, will not include information relating to any juvenile offense.

I authorize the National Personnel Records Center in St. Louis, MO, or other custodian of my military record to release to NCBE information or photocopies from my military record.

I hereby release, discharge, and exonerate NCBE, its agents and representatives, the admitting authority of the above jurisdiction, its agents and representatives, and any person so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of such documents, records, and other information, or the investigation made by NCBE or by the admitting authority.

*Signature of Applicant*

*Date*

STATE/DISTRICT OF \_\_\_\_\_

COUNTY/PARISH OF \_\_\_\_\_

Subscribed and sworn to or affirmed before me this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_  
*Month*                           *Year*

*Signature of Notary Public*

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

Seal or stamp must be affixed to each original.

Authorization and Release Form

**STANDARD NCBE**  
**Revised 03/20/2014**

19

To be used with Question 13

Name \_\_\_\_\_

- I am presently a member of the armed forces.
  - I was a member of the armed forces.

- A. Regular armed forces:  Air Force  Army  Coast Guard  Marine Corps  Navy  
Reserve components:  Air Force  Army  Coast Guard  Marine Corps  Navy  
National Guard:  Air Force  Army State \_\_\_\_\_

My serial number was/is \_\_\_\_\_ My rank was/is \_\_\_\_\_

Dates of service: Active Duty - From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

Reserve Duty - From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

National Guard - From Mo/Yr \_\_\_\_\_ To Mo/Yr \_\_\_\_\_

ATTACH COPIES OF ALL OF YOUR REPORTS OF SEPARATION (e.g., DD FORM 214-MEMBER COPY #4, NGB FORM 22, etc.). THE DD FORM 214 THAT YOU PROVIDE MUST INDICATE YOUR CHARACTER OF SERVICE.

- B. For PRESENTLY SERVING PERSONNEL ONLY: Check:  Active  Reserve  National Guard  
Present duty station \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

## Country \_\_\_\_\_ Province \_\_\_\_\_

Telephone number ( )

Name of commanding officer \_\_\_\_\_

- C. As a member of the armed forces of the United States:

1. Were you ever court-martialed?  \*Yes  No  
2. Were you ever awarded non-judicial punishment? (Art.15 UCMJ)  \*Yes  No

If you are presently a member of the armed forces, do not answer Questions 3, 4, and 5.

3. Did you receive an honorable discharge?  Yes  \*No  
4. Were you allowed to resign in lieu of court-martial?  \*Yes  No  
5. Were you administratively discharged?  \*Yes  No

**\*If you checked a box followed by an asterisk, provide an explanation for each answer:**

■ Refers to Item C (1, 2, 3, 4, or 5) \_\_\_\_\_ Date of action \_\_\_\_\_

Explanation of circumstances\_\_\_\_\_

Result, including any punishment

■ Refers to Item C (1, 2, 3, 4, or 5) \_\_\_\_\_ Date of action \_\_\_\_\_

Result, including any punishment

*To be used with Question 18*  
**FORM 2 / BONDING COMPANIES**

Name \_\_\_\_\_  
First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_

Name and complete address of surety (bonding company):

*Name of surety* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

Amount of money paid by surety \_\_\_\_\_

Date money paid \_\_\_\_\_

Reason for bond \_\_\_\_\_  
\_\_\_\_\_

Detailed explanation \_\_\_\_\_  
\_\_\_\_\_

*To be used with Question 19*  
**FORM 3 / RECORD OF CIVIL ACTIONS**

Name \_\_\_\_\_  
First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_

Complete title of action\_\_\_\_\_

Court file number\_\_\_\_\_

Date filed\_\_\_\_\_

Name and complete address of court involved:

*Name of court* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

Plaintiff's name\_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Plaintiff's attorney* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

Defendant's name\_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Defendant's attorney* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

Trial date\_\_\_\_\_

Date of final disposition\_\_\_\_\_

Disposition\_\_\_\_\_

Are you the subject of any continuing court order (e.g., for child support or payment of a money judgment)?

Yes  No

If the disposition resulted in a judgment, has the judgment been satisfied?

Yes  No  Not Applicable (Disposition did not result in a judgment.)

*If yes, give the date the judgment was satisfied* \_\_\_\_\_

*If no, what amount is still owing?* \_\_\_\_\_

Detailed explanation of suit\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach a copy of the pleadings, judgments, and/or final orders.

Form 3

*To be used with Question 20*

**FORM 3A / RECORD OF ADMINISTRATIVE ACTIONS**

Name \_\_\_\_\_  
*First*                   *Middle*                   *Last*                   *Suffix*

Date action/complaint initiated\_\_\_\_\_

Name and complete address of administrative forum or body:

*Name of administrative forum or body*\_\_\_\_\_

*Address*\_\_\_\_\_

*City*\_\_\_\_\_ *State*\_\_\_\_\_ *Zip*\_\_\_\_\_

*Country*\_\_\_\_\_ *Province*\_\_\_\_\_

Name and complete address of investigative agency (body, board, commission, committee, etc.):

*Name of agency*\_\_\_\_\_

*Address*\_\_\_\_\_

*City*\_\_\_\_\_ *State*\_\_\_\_\_ *Zip*\_\_\_\_\_

*Country*\_\_\_\_\_ *Province*\_\_\_\_\_

Date of final disposition\_\_\_\_\_

Disposition\_\_\_\_\_

Detailed explanation\_\_\_\_\_

Attach a copy of the administrative record.

*To be used with Question 23*

Name \_\_\_\_\_

Date bankruptcy filed \_\_\_\_\_

Complete title of action

Court file number

Name and complete address of court involved:

Name of court \_\_\_\_\_

Address \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

### **Debts discharged:**

## Credit Grantor

Account Number

### Amount Discharged

Date of final disposition

Disposition

Were any adversary proceedings instituted?

Yes

□ No

Were there any allegations of fraud?

Yes

□ No

Were there any debts not discharged?

Yes

□ No

Detailed description of circumstances surrounding filing petition for bankruptcy:

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**Attach schedule of indebtedness, petition for bankruptcy, and discharge from bankruptcy order.**

*To be used with Questions 21A and 22*  
**FORM 5 / RECORD OF CRIMINAL CASES**

Name \_\_\_\_\_  
First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_

Date (or time period) of incident \_\_\_\_\_

Charge(s) on date of arrest or citation \_\_\_\_\_

Incident location (city, county, state) \_\_\_\_\_

Country \_\_\_\_\_ Province \_\_\_\_\_

Title of complaint, indictment, or citation \_\_\_\_\_

Court file number \_\_\_\_\_

Name and complete address of court involved:

*Name of court* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

Name and address of law enforcement agency involved:

*Name of law enforcement agency* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

Name and address of defendant's attorney:

*Name of attorney* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

Date of initial court hearing \_\_\_\_\_

Charge(s) at time of initial court hearing \_\_\_\_\_

Date of final disposition \_\_\_\_\_

Charge(s) at time of final disposition \_\_\_\_\_

Final disposition \_\_\_\_\_

Detailed description of incident \_\_\_\_\_

Attach a copy of the arresting agency's report, complaint, indictment, citation, information, disposition, sentence, and appeal, if any.

Form 5

*To be used with Question 21B*  
**FORM 5T / RECORD OF MOVING TRAFFIC VIOLATIONS**

Name \_\_\_\_\_  
First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_ Social Security Number \_\_\_\_\_

Current driver's license issued by \_\_\_\_\_  
*State, Province or Country*

Current driver's license number \_\_\_\_\_

Previous driver's licenses (during the past ten years):

State, Province or Country Previous driver's license number (if unavailable, enter "Unknown")

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*Traffic violations involving alcohol or drugs should be reported in response to Question 21A and on FORM 5.*

Please complete the following information for each incident:

- Name of law enforcement agency \_\_\_\_\_  
Incident location (city, county, state) \_\_\_\_\_  
Country \_\_\_\_\_ Province \_\_\_\_\_  
Date of incident (Mo/Yr) \_\_\_\_\_  
Charge(s) on date of incident \_\_\_\_\_  
Date of final disposition (Mo/Yr) \_\_\_\_\_  
Charge(s) at time of final disposition \_\_\_\_\_  
Final disposition \_\_\_\_\_  
Description of incident \_\_\_\_\_
  
- Name of law enforcement agency \_\_\_\_\_  
Incident location (city, county, state) \_\_\_\_\_  
Country \_\_\_\_\_ Province \_\_\_\_\_  
Date of incident (Mo/Yr) \_\_\_\_\_  
Charge(s) on date of incident \_\_\_\_\_  
Date of final disposition (Mo/Yr) \_\_\_\_\_  
Charge(s) at time of final disposition \_\_\_\_\_  
Final disposition \_\_\_\_\_  
Description of incident \_\_\_\_\_

*To be used with Question 24*  
**FORM 6 / DEBTS: Defaults; Past Due; Revocations**

Name \_\_\_\_\_  
First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Suffix \_\_\_\_\_ Social Security Number \_\_\_\_\_

This copy of FORM 6 refers to Question 24:

A Revocation       B Defaulted student loan  
 C Defaulted other debt     D Past due debt  
 E Debt not discharged

Type of debt:     Charge Account     Credit Card       Real Estate\* (e.g., mortgage, tax lien, etc.)  
 Student Loan     Utility/Telephone\*     Other \_\_\_\_\_

If this debt was discharged in bankruptcy, check here and do not complete the rest of the form

Full account number \_\_\_\_\_

Original amount of debt \_\_\_\_\_

Current balance \_\_\_\_\_

Date of last payment \_\_\_\_\_

Name and complete address of entity extending credit:

*Name of entity* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Telephone number* (\_\_\_\_\_) \_\_\_\_\_

*Name of retailer if different from above* \_\_\_\_\_

Name and address of current creditor or collection agency if different from above:

*Name* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Telephone number* (\_\_\_\_\_) \_\_\_\_\_

*Full account number* \_\_\_\_\_

Current status of this debt \_\_\_\_\_

Describe the history of this debt, including any actions taken to collect and any defenses:  
\_\_\_\_\_  
\_\_\_\_\_

\* For real estate and utility/telephone debt, provide address of property/telephone number associated with debt:

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Telephone number* (\_\_\_\_\_) \_\_\_\_\_

DO NOT ALTER THIS FORM  
Corrections/erasures VOID this form  
Please use black or blue ink

*To be used with Question 26*

## FORM 7 / AUTHORIZATION TO RELEASE MEDICAL INFORMATION

*Applicant's name* \_\_\_\_\_

*Name of institution, doctor, or counselor* \_\_\_\_\_

*Address* \_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

By signing below, I authorize the above provider to provide information, without limitation, relating to mental illness or the use of drugs and alcohol concerning advice, care, or treatment provided to me, to representatives of the National Conference of Bar Examiners who are involved in conducting an investigation into my moral character, professional reputation, and fitness for the practice of law. I understand that any such information as may be received will be reported only to the admitting authority. The information will be used or disclosed at my request. This authorization will expire one year from the date of my notarized signature below. A photocopy of this form is acceptable for purposes of obtaining this information.

I hereby release, discharge, and exonerate the National Conference of Bar Examiners, its agents and representatives, the admitting authority, its agents and representatives, and the above named provider, its agents and representatives so furnishing information from any and all liability of every nature and kind arising out of the furnishing or inspection of any documents, records, and other information, or out of the investigation made by the National Conference of Bar Examiners or by the admitting authority.

I am not required to sign this authorization in order to receive treatment from the above provider. I have the right to refuse to sign this authorization. When my information is used or disclosed pursuant to this authorization, it may be subject to redisclosure by the recipient and may no longer be protected by the federal HIPAA Privacy Rule. I have the right to revoke this authorization in writing except to the extent that the provider has acted in reliance upon this authorization. My written revocation must be resubmitted to the privacy officer at the address of the provider above.

*Signature of Applicant* \_\_\_\_\_ *Date* \_\_\_\_\_

STATE/DISTRICT OF \_\_\_\_\_

COUNTY/PARISH OF \_\_\_\_\_

Subscribed and sworn to or affirmed before me this \_\_\_\_\_ day

of \_\_\_\_\_, \_\_\_\_\_  
*Month* \_\_\_\_\_ *Year* \_\_\_\_\_

*Signature of Notary Public* \_\_\_\_\_

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

Seal or stamp must be affixed to each original.

The National Conference of Bar Examiners is aware of HIPAA requirements.

Form 7

*To be used with Question 26*

## FORM 8 / DESCRIPTION OF CONDITION OR IMPAIRMENT

Name \_\_\_\_\_  
*First*                   *Middle*                   *Last*                   *Suffix*

Relevant dates: From Mo/Yr\_\_\_\_\_ To Mo/Yr\_\_\_\_\_

Describe the condition or impairment \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe any treatment, or any program that includes monitoring or support \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name and complete address of attending physician or counselor (if applicable):

*Name of physician or counselor* \_\_\_\_\_

*Physician's or counselor's current address* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Telephone* (\_\_\_\_) \_\_\_\_\_

Name and complete address of hospital or institution (if applicable):

*Name of hospital or institution* \_\_\_\_\_

*Hospital's or institution's current address* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

*Country* \_\_\_\_\_ *Province* \_\_\_\_\_

*Telephone* (\_\_\_\_) \_\_\_\_\_

The National Conference of Bar Examiners is aware of HIPAA requirements.

*To be used with Question 6*

**FORM 10 / FOR APPLICANTS PREVIOUSLY ADMITTED IN NEW YORK**

Name \_\_\_\_\_  
*First*                   *Middle*                   *Last*                   *Suffix*

Date of admission\_\_\_\_\_

Department in which you were admitted (check one):

- First Department       Second Department  
 Third Department      Fourth Department

Department(s) in which you have practiced law or been employed as an attorney (check **ALL** that apply and include county):

I have not practiced law in any department in New York.

First Department; County(ies)\_\_\_\_\_

Second Department; County(ies)\_\_\_\_\_

Third Department; County(ies)\_\_\_\_\_

Fourth Department; County(ies)\_\_\_\_\_

Form 10

## **ILS Legislative Committee Report**

We are pleased to confirm that the anti-sharia issue has not resurfaced in this legislative agenda. Our work last year in working with Senator Simmons has paid off. After 4 years of being on the defensive to fight this type of legislation it appears to finally have come to an end allowing us to now take on a more proactive rather than reactive role in our legislation efforts.

On the legislative front, there are a few bills that might be of interest to our section:

HB 727 (Sponsor Manny Diaz), SB 866 (Flores, Co-Sponsor Diaz de La Portilla): Expresses disagreement with decision of federal government to restore diplomatic relations with Cuba, opposes opening of Cuban consulate or diplomatic office in Florida, & urges Congress to uphold embargo.

HB 745(Sponsor J. Rodriguez): Urges President of the United States to limit engagement in diplomatic relations with Cuban government to measures specifically designed to strengthen civil society in Cuba; opposes opening of Cuban consulate or other diplomatic office of Cuban government in Miami-Dade County; & requests President to coordinate with state & local governments in negotiating any repatriation or migration agreements.

SB828: (Sponsor: Diaz de la Portilla) International Banking Corporations; Providing that specified entities of an international banking corporation are not required to produce certain books or records that are maintained outside the United States and are not available to the entities in response to a subpoena; providing that a request for production of certain books or records for a customer of an office of the international banking corporation which is established or maintained in a foreign country must be conducted pursuant to letters rogatory or in accordance with specified treaties or conventions, etc.

The proposed legislation above is to provide the section with an update on upcoming legislation that might be of interest to the section. The ILS has not taken a position on these bills. The information is simply provided to inform the section.

Since we are not in the position of having to fight anti-sharia type legislation this legislative season, the legislative committee will begin the process of reviewing existing statutes. The focus will be on those statutes that most affect our practice to see whether any of them should be updated or amended in light of their practical effects and/or current interpretation in our courts. In addition, the legislative committee would like to also use a best practices approach in reviewing our legislation, by also reviewing proposed and/or current legislation in other states that might be useful to us in Florida. Legislative committee is currently seeking new members to assist with this project.

## **DHS, Labor Department and State Department Liaison Committee Report**

by

Larry S. Rifkin, Co-Chair DHS, Labor Dept. and State Dept. Liaison Committee  
Jacqueline Villalba, Co-Chair DHS, Labor Dept. and State Dept. Liaison Committee

The DHS, Labor Department and State Department Liaison Committee has maintained an active committee. Larry Rifkin wrote an article entitled *H-1B Cap Conundrum: Alternatives for U.S. Employers and Foreign Professionals*. The article has been submitted for publication in the next edition of the *International Law Quarterly*. The committee has participated as U.S. Stakeholders in various telephone conferences with USCIS officials on various timely immigration issues. We have also continued to assist members with case processing issues at various USCIS service centers.

We are currently coordinating a Florida Bar Liaison meeting with the National Benefits Center for late spring. The National Benefits Center has jurisdiction over family based immigration matters and Cuban adjustment cases filed by applicants residing in Florida. This particular meeting will be presented solely for the Florida Bar DHS, Labor Department and State Department Liaison Committee as representatives of the Florida Bar.



THE FLORIDA BAR  
INTERNATIONAL LAW SECTION

**The Florida Bar International Law Section  
Pre-Moot VIS Competition**

JAMS  
600 Brickell Avenue, Suite 2600  
Miami, Florida 33131

**Saturday, February 28, 2015**

|                         |                                                                  |
|-------------------------|------------------------------------------------------------------|
| 9:00 a.m. – 10:30 a.m.  | Round 1                                                          |
| 10:45 a.m. – 12:15 p.m. | Round 2                                                          |
| 12:15 p.m. – 1:30 p.m.  | Lunch                                                            |
| 1:00 p.m. – 1:30 p.m.   | Check-in for Afternoon Judges and Informational Guide to Scoring |
| 1:30 p.m. – 3:00 p.m.   | Round 3                                                          |
| 3:15 p.m. – 4:45 p.m.   | Round 4                                                          |
| 4:45 p.m.               | Reception and Awards Ceremony                                    |

**CLE PROGRAM – Reference Number 1500362N**

(Max. Credit: 9.0 hours)  
General: 9.0 hours

**CERTIFICATION PROGRAM**  
(Max. Credit: 9.0 hours)  
International Law: 9.0 hours