

**APPLICATION  
UNITED STATES MAGISTRATE JUDGE  
WESTERN DISTRICT OF WISCONSIN**

**INSTRUCTIONS**

Please answer all the questions on this form, using additional sheets as necessary. If a question is not applicable to you, respond "N/A."

Instead of responding on this form, you may submit a separate document that includes all the information requested using the question numbers on this form. If you use a separate document, make sure to include the Certification and Confidentiality Statement and sign your application.

Completed applications must be received by July 31, 2023.

Return the completed application to: Clerk of Court  
Attn: Magistrate Judge Screening  
United States District Court  
120 N. Henry St., Rm. 320  
Madison, WI 53703

If you have questions about the application or the position, contact the Clerk of Court at (608) 264-5156.

**GENERAL**

1. Full name: \_\_\_\_\_
2. All other names by which you have been known: \_\_\_\_\_
3. Office address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_
4. Residential address: \_\_\_\_\_
5. City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
6. Telephone: \_\_\_\_\_
7. Place of birth: \_\_\_\_\_  
Date of birth: \_\_\_\_\_
8. Length of residence in state: \_\_\_\_\_
9. If you are a naturalized citizen, state the date and place of naturalization: \_\_\_\_\_
10. Military service:  
Branch: \_\_\_\_\_ Dates: \_\_\_\_\_  
Rank or Rate at Discharge: \_\_\_\_\_ Type of Discharge: \_\_\_\_\_  
If still a Reserve or National Guard member, give service, branch, unit, and present rank: \_\_\_\_\_

11. Are you related by blood or marriage to any judges of this court? ☐ Yes ☐ No.

If yes, give name(s) and relationship: \_\_\_\_\_

## HEALTH

12. What is the present state of your health?
13. Do you have any mental or physical impairment that would affect your ability to perform the duties of a magistrate judge with or without reasonable accommodation?

## PERSONAL STATEMENT

14. In a response of no more than 750 words: explain why you would like to be a magistrate judge of the United States District Court for the Western District of Wisconsin; describe the qualities of an excellent magistrate judge; and tell us what you would bring to the position.

## EDUCATION

15. Where did you go to high school and when did you graduate?
16. List colleges and universities attended, dates, and degrees.

## HONORS AND PUBLICATIONS

17. List all publications, giving citations and dates. Provide copies of any publications that are not readily available from on-line sources.
18. List honors, prizes, or awards you have received after high school.

## COURT ADMISSIONS

19. List the date and place of your initial admission to practice law, and list all the courts or jurisdictions in which you are presently admitted to practice, giving the dates of admission.

**Jurisdiction or Court**

**Date of Admission**

## LAW PRACTICE

20. State the names, addresses, and dates of employment for all law firms with which you have been associated in practice, all government agencies, and all private business organizations in which you have been employed. Also provide all dates during which you have practiced as a sole practitioner.

**Organization**

**Address**

**Position**

**Dates**

21. Describe the general nature of your current practice including any legal specialties and your typical clients. If your practice is substantially different now than previously, summarize your prior practice.
22. Describe your litigation and courtroom experience. Include the number of cases you have tried to conclusion, indicating whether you were sole, associate, or chief counsel. Give citations of any reported decisions from your cases.
23. State the names, addresses, and phone numbers of adverse counsel in cases you have litigated in the last five years.

## PUBLIC OFFICE

24. Have you ever run for, or held, public office? ☐ Yes ☐ No If yes, give details.

## PRIOR JUDICIAL EXPERIENCE

25. a) Have you ever held judicial office or been a candidate for judicial office? If so, state the courts involved and the dates of service, or dates of candidacy.
- b) If you have held judicial office, describe your judicial service.
- c) Give the names and contact information of at least five attorneys who have appeared before you who would be knowledgeable of your work, temperament, and abilities.

## BUSINESSES AND NON-LAW INCOME

26. a) If you are now an officer, director, or otherwise engaged in the management of any business enterprise, state the name of the enterprise, the nature of the business, your duties, and whether you intend to resign the positions immediately upon your appointment to judicial office.
- b) Since being admitted to the practice of law, have you ever engaged in any occupation, business, or profession other than the practice of law? If yes, give the details, including dates.
- c) During the past five years, other than for legal services, have you received any fees or compensation for work of any kind? If yes, identify the source of the compensation, the business of the source, the work performed, and the dates that the compensation was paid.

## COMPLAINTS AND CRIMINAL CHARGES

27. a) Have you ever been sued by a client?

☐ Yes      ☐ No      If yes, give details.

b) Have you or your professional liability insurance carrier ever settled a claim against you for professional malpractice?

☐ Yes      ☐ No      If yes, give particulars, including the amounts involved.

28. a) Have you ever been arrested, charged, or convicted for a violation of any federal law, state law, county or municipal law, regulation, or ordinance?

☐ Yes      ☐ No

If yes, give details. (Do not include traffic violations for which a fine of \$200 or less was imposed unless it also included a jail sentence.)

b) Have you, to your knowledge, ever been under federal, state or local investigation for possible violation of a criminal statute?

☐ Yes      ☐ No      If yes, give details.

29. Have you ever been disciplined or cited for a breach of ethics or unprofessional conduct by any court, administrative agency, bar association, or other professional group?

☐ Yes      ☐ No      If yes, give details.

30. Have you filed tax returns as required by federal, state, local, and other government authorities?

☐ Yes      ☐ No      If no, explain.

31. Have any liens or claims ever been instituted against you by the federal, state, or local authorities?

☐ Yes      ☐ No      If yes, explain.

## PROFESSIONAL AND OTHER NON-EMPLOYMENT ACTIVITIES

32. a) List all bar associations and legal organizations of which you have been a member. Give the titles and dates of any leadership positions or committee memberships that you held.

b) List all other organizations of which you have been a member during the past ten years. Give the titles and dates of any leadership positions or committee memberships that you held.

c) Have you ever served on a merit selection panel for the appointment or reappointment of a United States magistrate judge in this district? If yes, please provide the dates.

## REFERENCES AND SUPPLEMENTAL INFORMATION

33. Provide any other information, whether favorable or unfavorable, that you believe should be disclosed to the selection panel in considering your possible selection as magistrate judge.
34. a) List three individuals as references who are familiar with your professional abilities and provide their contact information.
35. b) List three individuals as references who are familiar with your personal character and provide their contact information.

## CERTIFICATION AND CONFIDENTIALITY STATEMENT

This form will be examined only by members of the merit selection panel and the judges of the district court. The individuals whom you have listed as references above may be contacted by the panel, but no other employers, colleagues, or other individuals will be contacted without your prior approval.

I declare under penalty of perjury that the foregoing is true and correct.

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