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IN THE UNITED STATES DISTRICT COURT  
FOR THE DISTRICT OF UTAH

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IN THE MATTER OF ATTORNEY  
ADMISSIONS AND EFILING  
REGISTRATION

GENERAL ORDER (AMENDED)  
No. 20-003

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With the February 1, 2020, implementation of NextGen CM/ECF,<sup>1</sup> the court's attorney admission process will change. Attorneys seeking bar membership, federal attorneys requesting authorization to practice, or pro hac vice attorneys requiring efileing permission must have an individual upgraded [PACER](#) account to complete the online admission application or efileing registration form.<sup>2</sup>

**ATTORNEY ADMISSIONS**

Attorneys requesting admission to this court's bar will no longer need a local, sponsoring attorney to file a motion. Instead, attorneys who are active members in good standing with the Utah State Bar will complete an online application using PACER. Once the court reviews the application and verifies an attorney's membership status

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<sup>1</sup> For additional information about the NextGen CM/ECF system upgrade, please reference [General Order 20-002](#).

<sup>2</sup> Detailed admission and efileing registration instructions are available on the court's website at <https://www.utd.uscourts.gov/attorney-admissions>.

with the Utah State Bar, the attorney will be notified and required to pay the prescribed admission fee before becoming an active member of this court's bar.<sup>3</sup>

### **PRO HAC VICE ATTORNEYS**

An attorney (PHV Applicant) who is not an active member of the Utah State Bar but who is a member in good standing of the bar of the highest court of another state or the District of Columbia may be admitted pro hac vice for the limited purpose of appearing in a case before this court.<sup>4</sup> Unless the court orders otherwise, the PHV Applicant must associate with an active, local member (Local Counsel) of this court's bar who consents to appear in the case.<sup>5</sup> Local Counsel must file a motion seeking pro hac vice admission for the PHV Applicant, attach the application and a proposed order as exhibits, and pay the prescribed pro hac vice admission fee at the time of filing the motion.

A party opposing pro hac vice admission must file an objection within 14 days of the motion or order granting the motion. If an objection is filed, Local Counsel or PHV Applicant should not file a response unless ordered by the court.

After pro hac vice admission, the pro hac vice attorney (PHV Attorney) must request e-filing privileges through PACER using their individual, upgraded PACER

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<sup>3</sup> Active members of this court's bar who want to maintain this status are required to renew their membership annually by July 1.

<sup>4</sup> This court may revoke the admission of an attorney who has been admitted pro hac vice for good cause shown, including but not limited to, violation of this court's rules or failure to comply with court orders.

<sup>5</sup> A PHV Attorney may not appear without Local Counsel unless the court orders otherwise.

account to complete the online registration. Without completing the online registration, PHV Attorneys cannot efile documents in a case.

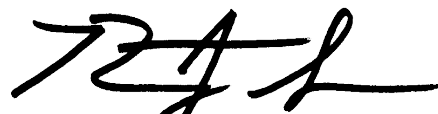
**FEDERAL GOVERNMENT ATTORNEYS**

Attorneys employed by or on special assignment for the United States Government and its agencies or employed by a Federal Public Defender's Office may practice before this court in their official capacity as long as they are active member in good standing of any state bar. Additionally, the admission fee and annual renewal fee are waived for federal attorneys.<sup>6</sup>

IT IS HEREBY ORDERED that this General Order takes effect on February 1, 2020, supersedes General Order 17-004, and suspends local rule 83-1.1(a)-(e). These changes to the admission requirements will be incorporated into the local rules of practice when they are next amended.

**SO ORDERED** this 4th day of June, 2020.

BY THE COURT:



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ROBERT J. SHELBY  
CHIEF UNITED STATES DISTRICT JUDGE

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<sup>6</sup> Federal Attorneys who maintain active membership with the Utah State Bar and who want to be active members of this court's bar will need to apply for admission by selecting the "Federal Attorney" option in PACER. Federal Attorneys who maintain both bar memberships are exempt from paying the admission fee and annual renewal fee.