



SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN DIEGO

APPLICATION TO SERVE AS A TEMPORARY JUDGE AND/OR SETTLEMENT ATTORNEY

Below is a quick-reference checklist for temporary judge and settlement attorney applicants which includes all items that must be submitted as part of an application to serve as a Temporary Judge or Settlement Attorney. For a complete list of requirements and additional information, refer to the Temporary Judge and Settlement Attorney Policy (SDSC Form #ADM-009), which may be found on the court's website at www.sdcourt.ca.gov.

The required training courses should be completed prior to submitting an application. Once the required documents have been received and reviewed, the Temporary Judge Administrator will provide direction to complete Live Scan fingerprinting services through an authorized provider at no cost to the applicant.

Application Checklist

- Completed Application to Serve as a Temporary Judge and/or Settlement Attorney (SDSC Form #ADM-153).
- Completed Criminal Background Investigation Form - Volunteers (SDSC Form #ADM-393).
- Photocopy of driver license.
- Letter of recommendation from an active judicial officer.
- Certificate of Completion of Bench Conduct and Demeanor course, if applicable.
- Certificate of Completion of Ethics course, if applicable.
- Certificate(s) of Completion and/or appropriate proof of all required substantive training and any additional requirements [see the Superior Court's Temporary Judge and Settlement Attorney Policy (SDSC Form #ADM-009) for requirements and additional information].
- Proof of certification as a Legal Specialist, if applicable.

Return completed application and all required documentation to:

Temporary Judge Administrator
Superior Court of California, County of San Diego
Post Office Box 120128
San Diego, CA 92112-0128

Or by email to:

TempJudgeAdmin@sdcourt.ca.gov

APPLICANT'S NAME	STATE BAR NUMBER
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1. Applicant Information

- a. Name: _____ b. California State Bar number:
- c. Business address: _____
 City: _____ State: _____ Zip Code: _____
 Mailing address (if different): _____
 City: _____ State: _____ Zip Code: _____
- d. Email: _____
- e. Telephone number: _____
- f. Emergency contact information:
 Name: _____ Tel No.: _____ Relationship: _____

2. Areas requesting to serve

Mark each court location(s) and case type(s) for which you are willing to serve as a court-appointed temporary judge and/or settlement attorney.

- | | | | | |
|---|--|--|--|--|
| <input type="checkbox"/> CENTRAL (Downtown):
<input type="checkbox"/> Civil Settlement
<input type="checkbox"/> Family Settlement
<input type="checkbox"/> Family Support
<input type="checkbox"/> Probate Settlement
<input type="checkbox"/> Small Claims | <input type="checkbox"/> CENTRAL (KMF):
<input type="checkbox"/> Traffic Trials
<input type="checkbox"/> Small Claims | <input type="checkbox"/> EAST COUNTY:
<input type="checkbox"/> Family Settlement | <input type="checkbox"/> NORTH COUNTY:
<input type="checkbox"/> Family Settlement
<input type="checkbox"/> Traffic Trials | <input type="checkbox"/> SOUTH COUNTY:
<input type="checkbox"/> Family Settlement
<input type="checkbox"/> Traffic Trials |
|---|--|--|--|--|

3. Qualifications

- a. Date of admission to the State Bar of California: _____ Years of active membership: _____
- b. Are you also admitted to practice law in any other state? Yes (complete section below) No
 State: _____ Date admitted: _____ Bar No: _____ Years of active membership: _____
 State: _____ Date admitted: _____ Bar No: _____ Years of active membership: _____
- c. Are you in good standing in each state where you are licensed to practice law? Yes No
 (If no, provide explanation): _____
- d. Have you ever been convicted or pleaded no contest to a felony or misdemeanor? Yes No
 (If yes, provide an explanation): _____
- e. Are you a defendant in any pending felony or misdemeanor proceeding? Yes No
 (If yes, provide an explanation): _____
- f. Have you ever been a party to any legal proceeding? Yes No
 (If yes, provide explanation): _____
- g. Have you ever been disciplined by the State Bar of California or by a bar association or other professional licensing entity in any state or by a court of record, including being sanctioned or held in contempt?
 Yes No (If yes, provide explanation): _____

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- h. Do you have any disciplinary action pending against you by the State Bar of California or by a bar association or other professional licensing agency in any state or by a court of record, including any proceeding for the imposition of sanctions or for contempt? Yes No (If yes, provide explanation): _____
- i. Are you a debtor on any outstanding sanctions or civil judgments? Yes No
(If yes, provide explanation): _____

4. References

List three professional references (a letter of recommendation from at least one active judicial officer must accompany the application):

	<u>Name and Title</u>	<u>Email</u>	<u>Phone</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

5. Training

In addition to attaching certificates of completion and/or appropriate proof of completion of training requirements in the Temporary Judge and Settlement Attorney Policy (SDSC Form # ADM-009), please answer the following:

- a. Describe any other relevant training that qualifies you under Cal. Rules of Court, rule 2.812, et seq. to serve as a court-appointed temporary judge and/or settlement attorney, including the subjects, the dates, and the name of the court or other provider of the training:

- b. Indicate if you are certified as a legal specialist by the State Bar of California Board of Legal Specialization or by an organization whose certification program has been accredited by the State Bar of California, and in what area you are specialized. Please submit/attach proof of the certification.
Area of specialization: _____
- c. If you are certified as a legal specialist by other states or organizations, specify below:

- d. If the case-type for which you are applying requires that a certain percentage of your legal practice be in a particular area of law, you must self-certify that you are in compliance with that requirement. See the Superior Court's Temporary Judge and Settlement Attorney Policy (SDSC Form #ADM-009) for requirements.
- I certify that I have practiced law for _____ years and that _____% of that was in: civil law family law
 probate law

6. Practical Experience

- a. List the court(s) in which the principal portion of your law practice is in California (specify state and federal courts, including trial and appellate courts, if applicable):

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10. I understand and agree that policies concerning defense and indemnification, as well as workers' compensation coverage, of temporary judges and/or settlement attorneys are set by the legislature and implemented by state organizations other than the San Diego Superior Court. I further understand and agree that my service as a volunteer temporary judge and/or settlement attorney does not constitute an employment relationship or entitle me to compensation or benefits from the San Diego Superior Court. Yes No

11. I am currently a superior court employee. Yes No
 If Yes, I understand and acknowledge that all volunteer work I perform on behalf of the Superior Court's temporary judge/settlement attorney program is not required, is not part of my job duties, is outside my regular job classification as an employee, and is separate from any paid work responsibility.

12. I understand that before I am eligible to serve as a temporary judge and/or settlement attorney, I will be required to complete the Criminal Background Investigation Form - Volunteers (SDSC Form #ADM-393) and undergo a local background investigation. I will also be required to successfully complete a Live Scan background investigation before I am eligible to serve. Yes No

13. I am aware of and, if approved to serve, will comply with all provisions of the California Rules of Court and local court policies concerning temporary judges and/or settlement attorneys. Yes No

14. **Applicants for Temporary Judge Only:** I am aware of, and if approved to serve, will comply with all provisions of the Code of Judicial Ethics. Yes No

I declare under penalty of perjury under the laws of the State of California that the foregoing, including statements made in all attachments, is true and correct. I understand that any misstatement or omission of material fact may disqualify me from serving as a temporary judge and/or settlement attorney in this court.

Date: _____

Type or print name

Signature of Applicant

(This application is not complete unless the Waiver and Authorization for Release of Information on the next page is signed.)

For Office Use Only

Approved Disapproved by Judge _____ on _____ (date)

**Application to Serve as Temporary Judge and/or
Settlement Attorney**

WAIVER AND AUTHORIZATION FOR RELEASE OF INFORMATION

I have applied to be appointed as a temporary judge and/or settlement attorney in the Superior Court of California, County of San Diego.

I hereby authorize the State Bar of California and the attorney-licensing authority in any other state where I am admitted to practice law to release to an authorized representative of the court information about the following matters: (1) whether I am in good standing or am otherwise authorized to practice law as a member of the State Bar of California or as an attorney in any other state where I am admitted to practice law; (2) whether I have a record of discipline with the State Bar of California or with the licensing authority for attorneys in any other state where I am admitted to practice law; and (3) whether any disciplinary investigation or proceeding is pending against me by the State Bar of California or by the licensing authority for attorneys in any other state where I am admitted to practice law.

Date: _____

Type or print name

Signature of Applicant

California State Bar Number of Applicant