

**INSTRUCTIONS – APPLICATION FOR ADMISSION TO PRACTICE
UNITED STATES DISTRICT COURT
DISTRICT OF ALASKA**

Applicants for admission to practice before the United States District Court for the District of Alaska must be familiar with and comply with the Local Rules of practice and procedure before this Court, as well as the Federal Rules of procedure. Those rules may be accessed via the Court's website at <https://www.akd.uscourts.gov/>.

The form petition available on the court's website is a PDF that may be completed and printed for submission. In completing the Petition for Admission, all questions must be answered fully and completely.

1. Enter the firm or agency with which you are associated and the business address, telephone, facsimile and e-mail address where indicated at the top of the form. If a sole practitioner or otherwise not associated with a firm or agency, enter the business name under which you practice, *e.g.*, "Law Office of John Smith." Please note that you must have and provide an e-mail address if you intend to file documents with the court.
2. You must provide your full social security number. Under applicable privacy rules, the Court will not include more than the last four digits of your social security number in any file or record electronically accessible to the public.
3. If you have been known by any other name, disclose the full name used, dates used, and reason for name change in the attachment (*i.e.*, adoption, marriage, divorce).
4. On the attachment, list all courts, other than the courts of the State of Alaska, to which you are or have been admitted to practice.
5. On the attachment, disclose all disciplinary actions to which you have been subjected. If you have been the subject a disciplinary action, attach a copy of the final disposition. ***Do not*** include the attachment if there is no information to be included on it.

The Petition, together with the admission fee and *original* Certificate of Good Standing, may be mailed to:

U.S. District Court, District of Alaska
Attn: Admissions Clerk
222 West Seventh Avenue, Box 4
Anchorage, AK 99513-7564

OR

Delivered to the Clerk of the Court at the above address, Room 229.

Questions may be directed to the Admissions Clerk at 907-677-6105.