**APPLICATION FOR UNITED STATES DISTRICT COURT JUDGE**

**DISTRICT OF NEW MEXICO**

Dear Applicant,

Senators Tom Udall and Martin Heinrich and Congressman Steve Pearce encourage qualified individuals to apply for the position of United States District Court Judge for the District of New Mexico.

The questionnaire below is very similar to the one used by the United States Senate Judiciary Committee, which the selected nominee will be required to complete in order to proceed through the Senate confirmation process.

Please follow the instructions below to complete your application:

Paste or type your responses into the text of the application below each question.

* Save the completed application as a Word document

If you have addenda or attachments to include with your application:

* Scan compiled documents into a single .PDF file (can be broken into multiple files if one document is too large to email)

Email the completed application and any .PDF attachments to: **USA\_candidates@tomudall.senate.gov**

Letters of support from third parties, which are optional, should be emailed to: **USA\_recommendations@tomudall.senate.gov**

**Please instruct your supporters to** include your name in the subject line and save the document as: “Letter of support for [applicant’s name]”

**Due to significant delays in mail processing in the U.S. Congress, please do not send application materials by regular post. All application materials sent to the email addresses above will be distributed to each office. Please do not send duplicate materials to other email addresses.**

The completed questionnaire and all application materials must be received by **February 23, 2018**. Once applications are received and reviewed, applicants will be contacted about the next steps in the evaluation process.

If you have questions about the application process or need additional information, please contact:

Matt Nelson

matt\_nelson@tomudall.senate.gov

202-224-6621

**UNITED STATES SENATE**

**QUESTIONNAIRE FOR JUDICIAL CANDIDATES**

**PUBLIC**

There are two upcoming District Court vacancies in New Mexico. Pursuant to an order by the 10th Circuit Judicial Council, the duty station for one position will be Las Cruces and the judge must maintain his or her residence in the Las Cruces area. The duty station for the second position is Albuquerque.

Please indicate whether you wish to be considered for the Las Cruces position, the Albuquerque position, or both.

Albuquerque

Las Cruces

Both

1. **Name**: State full name (include any former names used).
2. **Address**: List current office address. If city and state of residence differs from your place of employment, please list the city and state where you currently reside.
3. **Birthplace**: State year and place of birth.
4. **Residence in New Mexico**: List the years you have lived in New Mexico.
5. **Education**: List in reverse chronological order each college, law school, or any other institution of higher education attended and indicate for each the dates of attendance, whether a degree was received, and the date each degree was received.
6. **Employment Record**: List in reverse chronological order all governmental agencies, business or professional corporations, companies, firms, or other enterprises, partnerships, institutions or organizations, non-profit or otherwise, with which you have been affiliated as an officer, director, partner, proprietor, or employee since graduation from college, whether or not you received payment for your services. Include the name and address of the employer and job title or description.
7. **Military Service and Draft Status**: Identify any service in the U.S. Military, including dates of service, branch of service, rank or rate, serial number (if different from social security number) and type of discharge received, and whether you have registered for selective service.
8. **Honors and Awards**: List any scholarships, fellowships, honorary degrees, academic or professional honors, honorary society memberships, military awards, and any other special recognition for outstanding service or achievement.
9. **Bar Associations**: List all bar associations or legal or judicial-related committees, selection panels or conferences of which you are or have been a member, and give the titles and dates of any offices which you have held in such groups.
10. **Bar and Court Admission**:
    1. List the date(s) you were admitted to the bar of any state and any lapses in membership. Please explain the reason for any lapse in membership.
    2. List all courts in which you have been admitted to practice, including dates of admission and any lapses in membership. Please explain the reason for any lapse in membership. Give the same information for administrative bodies that require special admission to practice.
11. **Memberships**:
    1. List all professional, business, fraternal, scholarly, civic, charitable, or other organizations, other than those listed in response to Questions 9 or 10 to which you belong, or to which you have belonged, since graduation from law school. Provide dates of membership or participation, and indicate any office you held. Include clubs, working groups, advisory or editorial boards, panels, committees, conferences, or publications.
    2. The American Bar Association's Commentary to its Code of Judicial Conduct states that it is inappropriate for a judge to hold membership in any organization that invidiously discriminates on the basis of race, sex, or religion, or national origin. Indicate whether any of these organizations listed in response to 11a above currently discriminate or formerly discriminated on the basis of race, sex, religion or national origin either through formal membership requirements or the practical implementation of membership policies. If so, describe any action you have taken to change these policies and practices.
12. **Published Writings and Public Statements**:
    1. List the titles, publishers, and dates of books, articles, reports, letters to the editor, editorial pieces, or other published material you have written or edited, including material published only on the Internet.
    2. Supply one copy of any reports, memoranda or policy statements you prepared or contributed in the preparation of on behalf of any bar association, committee, conference, or organization of which you were or are a member. If you do not have a copy of a report, memorandum or policy statement, give the name and address of the organization that issued it, the date of the document, and a summary of its subject matter.
    3. Supply one copy of any testimony, official statements or other communications relating, in whole or in part, to matters of public policy or legal interpretation, that you have issued or provided or that others presented on your behalf to public bodies or public officials.
    4. Supply one copy of transcripts or recordings of all speeches or talks delivered by you including commencement speeches, remarks, lectures, panel discussions, conferences, political speeches, and question-and-answer sessions. Include the date and place where delivered they were delivered, and readily available press reports about the speech or talk. If you do not have a copy of the speech or a transcript or recording of your remarks, give the name and address of the group before whom the speech was given, the date of the speech, and a summary of its subject matter. If you did not speak from a prepared text, furnish a copy of any outline or notes from which you spoke.
    5. List all interviews you have given to newspapers, magazines or other publications, or radio or television stations, providing the dates of these interviews and one copy of the clips or transcripts of these interviews where they are available to you.
13. **Judicial Office**: State (chronologically) any judicial offices you have held, including positions as an administrative law judge, whether such position was elected or appointed, and a description of the jurisdiction of each such court.
14. Approximately how many cases have you presided over that have gone to verdict or judgment? \_\_\_\_\_\_
    * 1. Of these, approximately what percent were:
      2. jury trials: \_\_\_%  
         bench trials: \_\_\_% [total 100%]
      3. civil proceedings: \_\_\_%  
         criminal proceedings: \_\_\_% [total 100%]
15. Provide citations for all opinions you have written, including concurrences and dissents.
16. For each of the 10 most significant cases over which you presided, provide: (1) a capsule summary of the nature the case; (2) the outcome of the case; (3) the name and contact information for counsel who had a significant role in the trial of the case; and (3) the citation of the case (if reported) or the docket number and a copy of the opinion or judgment (if not reported).
17. For each of the 10 most significant opinions you have written, provide: (1) citations for those decisions that were published; (2) a copy of those decisions that were not published; and (3) the names and contact information for the attorneys who played a significant role in the case.
18. Provide a list of all cases in which certiorari was requested or granted.
19. Provide a brief summary of and citations for all of your opinions where your decisions were reversed by a reviewing court or where your judgment was affirmed with significant criticism of your substantive or procedural rulings. If any of the opinions listed were not officially reported, provide copies of the opinions.
20. Provide a description of the number and percentage of your decisions in which you issued an unpublished opinion and the manner in which those unpublished opinions are filed and/or stored.
21. Provide citations for significant opinions on federal or state constitutional issues, together with the citation to appellate court rulings on such opinions. If any of the opinions listed were not officially reported, provide copies of the opinions.
22. Provide citations to all cases in which you sat by designation on a federal court of appeals, including a brief summary of any opinions you authored, whether majority, dissenting, or concurring, and any dissenting opinions you joined.
23. **Recusal:** If you are or have been a judge, identify the basis by which you have assessed the necessity or propriety of recusal (If your court employs an "automatic" recusal system by which you may be recused without your knowledge, please include a general description of that system.) Provide a list of any cases, motions or matters that have come before you in which a litigant or party has requested that you recuse yourself due to an asserted conflict of interest or in which you have recused yourself sua sponte. Identify each such case, and for each provide the following information:

a.       whether your recusal was requested by a motion or other suggestion by a litigant or a party to the proceeding or by any other person or interested party; or if you recused yourself sua sponte;

b.      a brief description of the asserted conflict of interest or other ground for recusal;

c.      the procedure you followed in determining whether or not to recuse yourself;

d.      your reason for recusing or declining to recuse yourself, including any action taken to remove the real, apparent or asserted conflict of interest or to cure any other ground for recusal.

1. **Public Office, Political Activities and Affiliations**:
   1. List chronologically any public offices you have held, other than judicial offices, including the terms of service and whether such positions were elected or appointed. If appointed, please include the name of the individual who appointed you. Also, state chronologically any unsuccessful candidacies you have had for elective office or unsuccessful nominations for appointed office.
   2. List all memberships and offices held in and services rendered, whether compensated or not, to any political party or election committee. If you have ever held a position or played a role in a political campaign, identify the particulars of the campaign, including the candidate, dates of the campaign, your title and responsibilities.
2. **Legal Career:** Answer each part separately.
   1. Describe chronologically your law practice and legal experience after graduation from law school including:
3. whether you served as clerk to a judge, and if so, the name of the judge, the court and the dates of the period you were a clerk;
4. whether you practiced alone, and if so, the addresses and dates;
5. the dates, names and addresses of law firms or offices, companies or governmental agencies with which you have been affiliated, and the nature of your affiliation with each.
6. Whether you served as a mediator or arbitrator in alternative dispute resolution proceedings and, if so, a description of the 10 most significant matters with which you were involved in that capacity.
   1. Describe:
7. the general character of your law practice and indicate by date when its character has changed over the years.
8. your typical clients and the areas at each period of your legal career, if any, in which you have specialized.

* 1. Describe the percentage of your practice that has been in litigation and whether you appeared in court frequently, occasionally, or not at all. If the frequency of your appearances in court varied, describe such variance, providing dates.

1. Indicate the percentage of your practice in:
   * + 1. federal courts: \_\_%
       2. state courts of record: \_\_%
       3. other courts: \_\_%
       4. administrative agencies: \_\_%
2. Indicate the percentage of your practice in:
3. civil proceedings: \_\_%
4. criminal proceedings: \_\_%
   1. State the number of cases in courts of record, including cases before administrative law judges, you tried to verdict, judgment or final decision (rather than settled), indicating whether you were sole counsel, chief counsel, or associate counsel.
5. What percentage of these trials were:
6. jury: \_\_%
7. non-jury: \_\_%
   1. Describe your practice, if any, before the Supreme Court of the United States. Supply one copy of any briefs, amicus or otherwise, and, if applicable, any oral argument transcripts before the Supreme Court in connection with your practice.
8. **Litigation**: Describe the ten (10) most significant litigated matters which you personally handled, whether or not you were the attorney of record. Give the citations, if the cases were reported, and the docket number and date if unreported. Give a capsule summary of the substance of each case. Identify the party or parties whom you represented; describe in detail the nature of your participation in the litigation and the final disposition of the case. Also state as to each case:
   1. the date of representation;
   2. the name of the court and the name of the judge or judges before whom the case was litigated; and
   3. the individual name, addresses, and telephone numbers of co-counsel and of principal counsel for each of the other parties.
9. **Legal Activities**: Describe the most significant legal activities you have pursued, including significant litigation which did not progress to trial or legal matters that did not involve litigation. Describe fully the nature of your participation in these activities. List any client(s) or organization(s) for whom you performed lobbying activities and describe the lobbying activities you performed on behalf of such client(s) or organizations(s). (Note: As to any facts requested in this question, please omit any information protected by the attorney-client privilege.)
10. **Teaching**: What courses have you taught? For each course, state the title, the institution at which you taught the course, the years in which you taught the course, and describe briefly the subject matter of the course and the major topics taught. If you have a syllabus of each course, provide one copy.
11. **Outside Commitments During Court Service**: Do you have any plans, commitments, or agreements to pursue outside employment, with or without compensation, during your service with the court? If so, explain.
12. **Potential Conflicts of Interest**:
    1. Identify the family members or other persons, parties, categories of litigation, and financial arrangements that are likely to present potential conflicts-of-interest when you first assume the position to which you have been nominated. Explain how you would address any such conflict if it were to arise.
    2. Explain how you will resolve any potential conflict of interest, including the procedure you will follow in determining these areas of concern.
13. **Pro Bono Work**: An ethical consideration under Canon 2 of the American Bar Association’s Code of Professional Responsibility calls for “every lawyer, regardless of professional prominence or professional workload, to find some time to participate in serving the disadvantaged.” Describe what you have done to fulfill these responsibilities, listing specific instances and the amount of time devoted to each.
14. **Employment History**: State whether you have ever been discharged from employment for any reason or have ever resigned after being informed that your employer intended to discharge you.
15. **Bankruptcy and Tax Information**: Information under this heading must be provided for yourself and your spouse.
    1. Have you and your spouse filed and paid all taxes (federal, state and local) as of the date of this application? Indicate if you filed “married filing separately.”
    2. Have you ever made any back tax payments? If so, indicate if you have made any back tax payments, and provide full details.
    3. Has a tax lien or other collection procedure(s) ever been instituted against you or your spouse by federal, state, or local authorities? If so, provide full details.
    4. Have you or your spouse ever been the subject of any audit, investigation, or inquiry for federal, state, or local taxes? If so, provide full details.
    5. Have you or your spouse ever declared bankruptcy? If so, provide full details.
16. **Past Investigations and Complaints**:
    1. State whether, to your knowledge, you or any organization of which you were or are an officer, director, or active participant at a relevant time has ever been under federal, state, or local investigation for a possible violation of any civil or criminal statute or administrative agency regulation. If so, provide full details.
    2. Have you ever been the subject of a complaint to any court, administrative agency, bar association, disciplinary committee, or other professional group for a breach of ethics, unprofessional conduct or a violation of any rule of practice? If so, provide full details.
17. **Party to Civil Legal or Administrative Proceedings:** State whether you, or any business of which you are or were an officer at a relevant time, have ever been a party or otherwise involved as a party in any civil, legal or administrative proceedings. If so, describe in detail the nature of your participation in the litigation and the final disposition of the case. Include all proceedings in which you were a party in interest. If you are or were a party as part of a partnership, include only if you were involved in a personal, managerial, or supervisory capacity.
18. **Prior Arrests:** Have you ever been arrested for, charged with, or convicted of a crime, other than a minor traffic violation, that is reflected in a record available to the public? If so, provide the relevant dates of arrest, charge and disposition, and describe the particulars of the offense.
19. **Disclosure**: This questionnaire is similar to the one the nominee will complete for the Senate confirmation process, but it is not exhaustive. If nominated by the President for this position, you will be required to undergo an extensive FBI background investigation and thorough vetting process by the White House and Senate Judiciary Committee.

In addition to the information requested in this questionnaire, please provide any additional information about yourself and your background that should be considered, including but not limited to, any information about your personal history that could raise concerns or reflect adversely on you or the President, or that could be the subject of further inquiry in an exhaustive review and FBI background check of your candidacy.

1. **References:** Please list five references (name, current address, and telephone number).