

## APPLICATION FOR JUDICIAL OFFICE

### APPLICATION INSTRUCTIONS

**Note: Canon 4 of the Code of Judicial Conduct applies to candidates for judicial office. See [Ariz. Sup. Ct. R. 81](#), Application.**

1. **This application is a public record. As such, all information except that specifically denoted herein as confidential (Section II) is available for public inspection and may be posted.**
2. Do not include these instructions or the Judicial Vacancy Announcement with the completed application form.
3. Completely answer all questions. If a question does not apply, write "Not applicable" in the space provided. If information is not available, write "Not available" and state the reason(s) the information is not available. Sign the Waiver of Confidentiality and Release of Information Sheet.
4. Questions in the application ask about legal matters you have handled as a lawyer. You may reveal nonpublic, personal, identifying information relating to client or litigant names or similar information in the confidential section of this application.
5. You may reveal contact information for any individual in the confidential section of this application.
6. File with the Office of the Governor a signed original application with all attachments and a .pdf version of the application and attachments (the "application packet"). The original application may include tabbed sections and must be bound by a rubber band or clip; do not submit it with a cover or in a notebook. Submit the .pdf version in a searchable format and on a flash drive or disk. You are encouraged to insert bookmarks into the .pdf version for ease of navigation through the application and attachments. The signed original application governs if discrepancies exist with the .pdf version.

The application packet must be filed by **5:00 p.m. on the Tuesday, July 6<sup>th</sup>**, with:

Anni Foster  
General Counsel  
Office of Governor Doug Ducey  
Executive Tower  
1700 W. Washington St.  
Phoenix, AZ 85007

The Office of the Governor cannot be responsible for applications not received; if the U.S. mail is used, applications should be sent by registered or certified mail,

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return receipt requested. If you would like acknowledgment of receipt of the application, enclose a self-addressed, stamped envelope.

7. The deadline for applications is stated in the Judicial Vacancy Announcement and at the top of the application form. Applications should be submitted by the stated deadline.

### **INSTRUCTIONS FOR LETTERS OF REFERENCE AND TELEPHONE CALLS**

The Office of the Governor welcomes and needs written assessments of the applicants' skills, expertise, ethics, and any other characteristic relevant to an individual's qualifications to be a judge. Many applicants solicit letters of reference. "More" is not necessarily "better." Applicants are encouraged to solicit ten to twelve substantive letters of reference. This number provides sufficient insight into the applicant's potential for serving as an outstanding judge.

Letters regarding applicants should be sent to the address listed above, no later than three business days before the interview meetings.

### **INSTRUCTIONS FOR INTERVIEWS**

Subject to applicable rules, applicants are interviewed in public session. In fairness to other applicants, an applicant should not attend earlier scheduled interviews of other applicants or otherwise seek out or accept information about the content of such interviews.

# APPLICATION FOR JUDICIAL OFFICE

## SECTION I: PUBLIC INFORMATION (QUESTIONS 1 THROUGH 65)

### PERSONAL INFORMATION

1. Full Name:
2. Have you ever used or been known by any other name? \_\_\_\_\_ If so, state name:
3. Office Address:
4. How long have you lived in Arizona? What is your home zip code?
5. Identify the county you reside in and the years of your residency.
6. If appointed, will you be 30 years old before taking office?  yes  no  
If appointed, will you be younger than age 65 at the time of appointment?   
yes no
7. List your present and any former political party registrations and approximate dates of each:

Applicant Name: \_\_\_\_\_

8. Gender:

Race/Ethnicity: \_\_\_\_\_

**EDUCATIONAL BACKGROUND**

9. List names and locations of all post-secondary schools attended and any degrees received.

10. List major and minor fields of study and extracurricular activities.

11. List scholarships, awards, honors, citations and any other factors (e.g., employment) you consider relevant to your performance during college and law school.

**PROFESSIONAL BACKGROUND AND EXPERIENCE**

12. List all courts in which you have been admitted to the practice of law with dates of admission. Give the same information for any administrative bodies that require special admission to practice.

13. a. Have you ever been denied admission to the bar of any state due to failure to pass the character and fitness screening? \_\_\_\_\_ If so, explain.

b. Have you ever had to retake a bar examination in order to be admitted to the bar of any state? \_\_\_\_\_ If so, explain any circumstances that may have hindered your performance.

14. Describe your employment history since completing your undergraduate degree. List your current position first. If you have not been employed continuously since completing your undergraduate degree, describe what you did during any periods of unemployment or other professional inactivity in excess of three months. Do not attach a resume.

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EMPLOYER

DATES

LOCATION

15. List your law partners and associates, if any, within the last five years. You may attach a firm letterhead or other printed list. Applicants who are judges or commissioners should additionally attach a list of judges or commissioners currently on the bench in the court in which they serve.
16. Describe the nature of your law practice over the last five years, listing the major areas of law in which you practiced and the percentage each constituted of your total practice. If you have been a judge or commissioner for the last five years, describe the nature of your law practice before your appointment to the bench.
17. List other areas of law in which you have practiced.
18. Identify all areas of specialization for which you have been granted certification by the State Bar of Arizona or a bar organization in any other state.
19. Describe your experience as it relates to negotiating and drafting important legal documents, statutes and/or rules.
20. Have you practiced in adversary proceedings before administrative boards or commissions? \_\_\_\_\_ If so, state:
- a. The agencies and the approximate number of adversary proceedings in which you appeared before each agency.
  - b. The approximate number of these matters in which you appeared as:  
  
Sole Counsel: \_\_\_\_\_  
  
Chief Counsel: \_\_\_\_\_  
  
Associate Counsel: \_\_\_\_\_
21. Have you handled any matters that have been arbitrated or mediated? \_\_\_\_\_ If so, state the approximate number of these matters in which you were involved as:
- Sole Counsel: \_\_\_\_\_

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Chief Counsel: \_\_\_\_\_

Associate Counsel: \_\_\_\_\_

22. List at least three but no more than five contested matters you negotiated to settlement. State as to each case: (1) the date or period of the proceedings; (2) the names, e-mail addresses, and telephone numbers of all counsel involved and the party each represented; (3) a summary of the substance of each case: and (4) a statement of any particular significance of the case.

23. Have you represented clients in litigation in Federal or state trial courts? \_\_\_\_\_  
If so, state:

The approximate number of cases in which you appeared before:

Federal Courts: \_\_\_\_\_

State Courts of Record: \_\_\_\_\_

Municipal/Justice Courts: \_\_\_\_\_

The approximate percentage of those cases which have been:

Civil: \_\_\_\_\_

Criminal: \_\_\_\_\_

The approximate number of those cases in which you were:

Sole Counsel: \_\_\_\_\_

Chief Counsel: \_\_\_\_\_

Associate Counsel: \_\_\_\_\_

The approximate percentage of those cases in which:

You wrote and filed a pre-trial, trial, or post-trial motion that wholly or partially disposed of the case (for example, a motion to dismiss, a motion for summary judgment, a motion for judgment as a matter of law, or a motion for new trial) or wrote a response to such a motion: \_\_\_\_\_

You argued a motion described above \_\_\_\_\_

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You made a contested court appearance (other than as set forth in the above response) \_\_\_\_\_

You negotiated a settlement: \_\_\_\_\_

The court rendered judgment after trial: \_\_\_\_\_

A jury rendered a verdict: \_\_\_\_\_

The number of cases you have taken to trial:

Limited jurisdiction court \_\_\_\_\_

Superior court \_\_\_\_\_

Federal district court \_\_\_\_\_

Jury \_\_\_\_\_

Note: If you approximate the number of cases taken to trial, explain why an exact count is not possible.

24. Have you practiced in the Federal or state appellate courts? \_\_\_\_\_ If so, state:

The approximate number of your appeals which have been:

Civil: \_\_\_\_\_

Criminal: \_\_\_\_\_

Other: \_\_\_\_\_

The approximate number of matters in which you appeared:

As counsel of record on the brief:

Personally in oral argument:

25. Have you served as a judicial law clerk or staff attorney to a court? \_\_\_\_\_ If so, identify the court, judge, and the dates of service and describe your role.

26. List at least three but no more than five cases you litigated or participated in as an attorney before mediators, arbitrators, administrative agencies, trial courts or

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appellate courts that were not negotiated to settlement. State as to each case: (1) the date or period of the proceedings; (2) the name of the court or agency and the name of the judge or officer before whom the case was heard; (3) the names, e-mail addresses, and telephone numbers of all counsel involved and the party each represented; (4) a summary of the substance of each case; and (5) a statement of any particular significance of the case.

27. If you now serve or have previously served as a mediator, arbitrator, part-time or full-time judicial officer, or quasi-judicial officer (e.g., administrative law judge, hearing officer, member of state agency tribunal, member of State Bar professionalism tribunal, member of military tribunal, etc.), give dates and details, including the courts or agencies involved, whether elected or appointed, periods of service and a thorough description of your assignments at each court or agency. Include information about the number and kinds of cases or duties you handled at each court or agency (e.g., jury or court trials, settlement conferences, contested hearings, administrative duties, etc.).
28. List at least three but no more than five cases you presided over or heard as a judicial or quasi-judicial officer, mediator or arbitrator. State as to each case: (1) the date or period of the proceedings; (2) the name of the court or agency; (3) the names, e-mail addresses, and telephone numbers of all counsel involved and the party each represented; (4) a summary of the substance of each case; and (5) a statement of any particular significance of the case.
29. Describe any additional professional experience you would like to bring to the Governor's attention.

<b>BUSINESS AND FINANCIAL INFORMATION</b>
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30. Have you ever been engaged in any occupation, business or profession other than the practice of law or holding judicial or other public office, other than as described at question 14? \_\_\_\_\_ If so, give details, including dates.
31. Are you now an officer, director, majority stockholder, managing member, or otherwise engaged in the management of any business enterprise? \_\_\_\_\_ If so, give details, including the name of the enterprise, the nature of the business, the title or other description of your position, the nature of your duties and the term of your service.

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Do you intend to resign such positions and withdraw from any participation in the management of any such enterprises if you are appointed? \_\_\_\_\_ If not, explain your decision.

32. Have you filed your state and federal income tax returns for all years you were legally required to file them? \_\_\_\_\_ If not, explain.
33. Have you paid all state, federal and local taxes when due? \_\_\_\_\_ If not, explain.
34. Are there currently any judgments or tax liens outstanding against you? \_\_\_\_\_ If so, explain.
35. Have you ever violated a court order addressing your personal conduct, such as orders of protection, or for payment of child or spousal support? \_\_\_\_\_ If so, explain.
36. Have you ever been a party to a lawsuit, including an administrative agency matter but excluding divorce? \_\_\_\_\_ If so, identify the nature of the case, your role, the court, and the ultimate disposition.
37. Have you ever filed for bankruptcy protection on your own behalf or for an organization in which you held a majority ownership interest? \_\_\_\_\_ If so, explain.
38. Do you have any financial interests including investments, which might conflict with the performance of your judicial duties? \_\_\_\_\_ If so, explain.

<b>CONDUCT AND ETHICS</b>
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39. Have you ever been terminated, asked to resign, expelled, or suspended from employment or any post-secondary school or course of learning due to allegations of dishonesty, plagiarism, cheating, or any other "cause" that might reflect in any way on your integrity? \_\_\_\_\_ If so, provide details.

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40. Have you ever been arrested for, charged with, and/or convicted of any felony, misdemeanor, or Uniform Code of Military Justice violation? \_\_\_\_\_
- If so, identify the nature of the offense, the court, the presiding judicial officer, and the ultimate disposition.
41. If you performed military service, please indicate the date and type of discharge. If other than honorable discharge, explain.
42. List and describe any matter (including mediation, arbitration, negotiated settlement and/or malpractice claim you referred to your insurance carrier) in which you were accused of wrongdoing concerning your law practice.
43. List and describe any litigation initiated against you based on allegations of misconduct other than any listed in your answer to question 42.
44. List and describe any sanctions imposed upon you by any court.
45. Have you received a notice of formal charges, cautionary letter, private admonition, referral to a diversionary program, or any other conditional sanction from the Commission on Judicial Conduct, the State Bar, or any other disciplinary body in any jurisdiction? \_\_\_\_\_ If so, in each case, state in detail the circumstances and the outcome.
46. During the last 10 years, have you unlawfully used controlled substances, narcotic drugs or dangerous drugs as defined by federal or state law? \_\_\_\_\_ If your answer is "Yes," explain in detail.
47. Within the last five years, have you ever been formally reprimanded, demoted, disciplined, cautioned, placed on probation, suspended, terminated or asked to resign by an employer, regulatory or investigative agency? \_\_\_\_\_ If so, state the circumstances under which such action was taken, the date(s) such action was taken, the name(s) and contact information of any persons who took such action, and the background and resolution of such action.
48. Have you ever refused to submit to a test to determine whether you had consumed and/or were under the influence of alcohol or drugs? \_\_\_\_\_ If so, state the date you were requested to submit to such a test, type of test requested, the name and contact information of the entity requesting that you

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submit to the test, the outcome of your refusal and the reason why you refused to submit to such a test.

49. Have you ever been a party to litigation alleging that you failed to comply with the substantive requirements of any business or contractual arrangement, including but not limited to bankruptcy proceedings? \_\_\_\_\_ If so, explain the circumstances of the litigation, including the background and resolution of the case, and provide the dates litigation was commenced and concluded, and the name(s) and contact information of the parties,

**PROFESSIONAL AND PUBLIC SERVICE**

50. Have you published or posted any legal or non-legal books or articles? \_\_\_\_\_ If so, list with the citations and dates.

51. Are you in compliance with the continuing legal education requirements applicable to you as a lawyer or judge? \_\_\_\_\_ If not, explain.

52. Have you taught any courses on law or lectured at bar associations, conferences, law school forums or continuing legal education seminars? \_\_\_\_\_ If so, describe.

53. List memberships and activities in professional organizations, including offices held and dates.

Have you served on any committees of any bar association (local, state or national) or have you performed any other significant service to the bar? \_\_\_\_\_

List offices held in bar associations or on bar committees. Provide information about any activities in connection with pro bono legal services (defined as services to the indigent for no fee), legal related volunteer community activities or the like.

54. Describe the nature and dates of any relevant community or public service you have performed.

55. List any relevant professional or civic honors, prizes, awards or other forms of

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recognition you have received.

56. List any elected or appointed public offices you have held and/or for which you have been a candidate, and the dates.

Have you ever been removed or resigned from office before your term expired? \_\_\_ If so, explain.

Have you voted in all general elections held during the last 10 years? \_\_\_\_\_ If not, explain.

57. Describe any interests outside the practice of law that you would like to bring to the Governor's attention.

**HEALTH**

58. Are you physically and mentally able to perform the essential duties of a judge with or without a reasonable accommodation in the court for which you are applying? \_\_\_\_\_

**ADDITIONAL INFORMATION**

59. Provide any information about yourself (your heritage, background, life experiences, etc.) that you would like the Governor to consider.
60. Provide any additional information relative to your qualifications you would like to bring to the Governor's attention.
61. If selected for this position, do you intend to serve a full term and would you accept rotation to benches outside your areas of practice or interest and accept assignment to any court location? \_\_\_\_\_ If not, explain.
62. Attach a brief statement explaining why you are seeking this position.

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63. Attach two professional writing samples, which you personally drafted (e.g., brief or motion). **Each writing sample should be no more than five pages in length, double-spaced.** You may excerpt a portion of a larger document to provide the writing samples. Please redact any personal, identifying information regarding the case at issue, unless it is a published opinion, bearing in mind that the writing sample may be made available to the public.
64. If you have ever served as a judicial or quasi-judicial officer, mediator or arbitrator, attach sample copies of not more than two written orders, findings or opinions (whether reported or not) which you personally drafted. **Each writing sample should be no more than five pages in length, double-spaced.** You may excerpt a portion of a larger document to provide the writing sample(s). Please redact any personal, identifying information regarding the case at issue, unless it is a published opinion, bearing in mind that the writing sample may be made available to the public.
65. If you are currently serving as a judicial officer in any court and are subject to a system of judicial performance review, please attach the public data reports and commission vote reports from your last three performance reviews.

**-- INSERT PAGE BREAK HERE TO START SECTION II  
(CONFIDENTIAL INFORMATION) ON NEW PAGE --**

**SECTION II: CONFIDENTIAL INFORMATION  
(QUESTIONS 72 THROUGH 88)**

**PERSONAL INFORMATION**

- 66. Home Address:
- 67. E-mail Address:
- 68. Office Telephone:
- 69. Home Telephone:
- 70. Cell Phone Number:
- 71. Date of Birth:
- 72. Place of Birth:
- 73. Social Security Number:
- 74. State Bar Number:
- 75. Driver's License Number:
- 76. List all public social media accounts and public blogs:
- 77. If your parents, siblings, spouse or children are employed or engaged in any

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business or profession, state their names and the name and address of their employer or the business in which they are engaged.

## REFERENCES

78. List the names, addresses, telephone numbers and e-mail addresses of three references who are lawyers or judges, and who are familiar with your professional activities, who would enthusiastically recommend you as qualified to serve on the judiciary.
  
79. List the names, addresses, telephone numbers and e-mail addresses of three persons who are neither lawyers nor judges, with whom you have had contact other than professionally, who would enthusiastically recommend you as qualified to serve on the judiciary.
  
80. List the names, addresses, telephone numbers and e-mail addresses of four lawyers with whom you have continuously dealt on substantive matters as adversaries in the last five years. If you have been a full-time judicial or quasi-judicial officer for the last five years, list the names, addresses, telephone numbers and e-mail addresses of four lawyers who have frequently appeared before you in contested matters.
  
81. List the names, addresses, telephone numbers and e-mail addresses of three references who have served with you and could comment on your participation in bar or professional association committees or activities.
  
82. List the names, addresses, telephone numbers and e-mail addresses of three references who have served with you and could comment on your participation in community organizations or activities.

**-- INSERT PAGE BREAK AFTER ALL CONFIDENTIAL CONTENTS, TO START REMAINDER OF APPLICATION (INCLUDING ATTACHMENTS) ON NEW PAGE --**



**WAIVER OF CONFIDENTIALITY AND RELEASE OF INFORMATION**

I \_\_\_\_\_ hereby authorize the committees of the State Bar of Arizona, all bar associations, references, employers, credit reporting agencies, business and professional associations, and all government agencies to release to the State of Arizona, Office of the Governor any information requested by the State of Arizona, Office of the Governor in connection with the processing of my request for consideration as a candidate for judicial office. I understand that the fact that I have applied and all responses provided in Section I of the application are not confidential and the information provided may be verified and is subject to public disclosure.

Upon submission of this application to the State of Arizona, Office of the Governor, I expressly consent to the release of my name and the contents of Section I of this application to the public. Furthermore, I waive the benefits of any statute, rule, or regulation prescribing confidentiality of records or information that is disclosed in Section I. I understand that it may become public record.

All of the statements made in this application are true and correct to the best of my knowledge, and submission expresses my willingness to accept appointment to the judicial position for which I have applied, should I be selected by the Governor of the State of Arizona.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)