

## Motion to Appear *Pro Hac Vice*

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### Docketing Event

- Bankruptcy > Motions/Applications/Objections > Motion to Appear *pro hac vice*
  - Adversary > Motions/Applications > Motion to Appear *pro hac vice*
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**Negative Notice:** N/A

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**Accompanying Orders:** Yes. The Court prepares the order.

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### Code and Rule References:

[Local Rule 1001-2](#)

[Local Rule 2090-1](#)

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**Fee:** \$150 paid in U.S. District Court, made payable to Clerk, U.S. District Court

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**Applicable Chapters:** 7, 11, 12, 13

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**Implemented:** 2/9/2016

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**Last Revision:** 4/13/2018 9:41:46 AM

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### Description

*Pro hac vice* is a Latin term that means “for this occasion” or “for this event.” Here, it refers to an attorney not admitted to a particular jurisdiction but allowed to participate in a particular case.

Appearing *pro hac vice* is not guaranteed. With some limited exceptions outlined in Local Rule 2090-1, an attorney who is not admitted to the United States District Court for the Middle District of Florida may request permission to appear as an attorney of record for a party by filing a motion. The motion must include a consent-to-act by an attorney admitted to the Middle District of Florida. Failure to file a consent-to-act will delay entry of an order. In addition, the attorney requesting special admission must be a member in good standing in another federal district court within the United States.

Attorneys authorized to appear *pro hac vice* are not automatically granted CM/ECF filing privileges. To receive a login and password to CM/ECF, the attorney also must complete the [registration forms](#) and meet all the standard requirements posted on the Court’s website.

Once an attorney is granted permission to appear *pro hac vice*, the attorney is required to pay an admission fee to the United States District Court for the Middle District of Florida and file a Notice of Compliance with the Bankruptcy Court.

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### Filing Checklist

Review the motion to determine if it:

- Is signed;
- Has the attorney’s name and address complete and consistent with the filing attorney’s name and address in CM/ECF;
- Is properly served and includes a proper certificate of service.
- Is accompanied by a consent-to-act signed by an attorney admitted to the Middle District of Florida within 14 days of filing the Motion to Appear *Pro Hac Vice* (consent-to-act may be separately filed);

- Pay fee to District Court; and
- File a Notice of Compliance with the Bankruptcy Court for payment of fee.

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**Forms**

[Motion to Proceed Pro Hac Vice](#)