

Motion to Appear *Pro Hac Vice*

Docketing Event

- Bankruptcy > Motions/Applications/Objections > Motion to Appear *pro hac vice*
 - Adversary > Motions/Applications > Motion to Appear *pro hac vice*
-

Negative Notice: N/A

Accompanying Orders: Yes. The Court prepares the order.

Code and Rule References:

[Local Rule 1001-2](#)

[Local Rule 2090-1](#)

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

Applicable Chapters: 7, 11, 12, 13

Implemented: 2/9/2016

Last Revision: 8/10/2021 10:08:04 AM

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.

Filing Checklist

Review the motion to determine if it:

- Lists the name of the attorney requesting *Pro Hac Vice* admission and the state(s) where the attorney is admitted to practice and associated State Bar number(s), complete mailing address, telephone number, and email address;
- Is signed;
 - ❖ **Note:** The signature block must contain the name and address of the filing attorney that is consistent with that 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);
 - ❖ **Note:** Attestation is required by Local Rule 1001-2(e)(3)(ii) by the filing attorney that concurrence in the filing of the paper has been obtained from each of the other signatories.
- Pay fee to District Court; and
- File a Notice of Compliance to Appear Pro Hac Vice with the Bankruptcy Court for payment of fee.

Forms

[Motion to Proceed Pro Hac Vice](#)

[Notice of Compliance with Order Granting Motion to Appear Pro Hac Vice](#)