

UNITED STATES DISTRICT COURT FOR THE  
NORTHERN AND SOUTHERN DISTRICTS OF IOWA

**INSTRUCTIONS FOR COMPLETING ATTORNEY BIENNIAL REPORT OF C.L.E**

If you were admitted to practice in either the Northern or the Southern District prior to **1982 or during calendar year 1983, 1985, 1987, 1989, 1991, 1993, 1995, or 1997**, this report must be sent to the Clerk of the U. S. District Court, Southern District, Des Moines, IA. on or before **March 1, 2000**. (If you are admitted in both districts, the year you were admitted in the district in which you reside determines whether you have a report due this year.) If you were not admitted during any of these years, you do not have a report due at this time. An attorney admitted to practice in both districts is required to file only one C.L.E. report and pay only one registration fee. C.L.E. record keeping for both districts is done by the Clerk's Office in Des Moines.

**\*A penalty of \$10.00 is assessed if the report and fee are not received on or before March 1, 2000**

**IMPORTANT INFORMATION REGARDING FEES**

In an Administrative Order the Judges of the Northern and Southern Districts unanimously adopted a plan to assist with indigent representation. A copy of the order is available from the Clerk of Court. To remain in good standing to practice you must, in addition to filing this C.L.E. report:

- (1) pay a registration fee of \$20.00, and
- (2) either
  - (a) pay an additional assessment of \$20.00, or
  - (b) agree to represent an indigent prisoner in a case brought under 42 U.S.C. 1983 in the next two years.

Please indicate below your choice as to item (2) above:

\_\_\_ Enclosed is my registration fee of \$20.00 and my assessment of \$20.00, for a total of \$40.00.

\_\_\_ Enclosed is my registration fee of \$20.00 only. I agree to take one prisoner Section 1983 case in the next two years.

\_\_\_ Enclosed is my registration fee of \$20.00 only. I am a full-time employee of a government entity and agree to biennially complete five hours of non-litigation projects.

\_\_\_\_\_  
Signature

Complete the C.L.E. report on the reverse side. Please make your check payable to "**Clerk, U. S. District Court.**" Send this form and the check to:

Clerk, U.S. District Court  
P.O. Box 9344  
Des Moines, IA 50306-9344

**YOU MUST COMPLETE BOTH SIDES OF THIS REPORTING FORM (1)**

**UNITED STATES DISTRICT COURT FOR THE  
NORTHERN AND SOUTHERN DISTRICTS OF IOWA**

**NAME/ADDRESS;**

**SOCIAL SECURITY NO.**\_\_\_\_\_

\_\_\_\_\_

**TELEPHONE NO. ( )**\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**\_\_CHECK IF NAME/ADDRESS**

**CHANGED**

Attorney's Biennial Report of Continuing Legal Education in the area of federal practice for the two-year period ending December 31, 1999.

Year admitted to Northern District: \_\_\_\_\_

Year admitted to Southern District: \_\_\_\_\_

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Federal continuing legal education activities attended from January 1, 1998, through December 31, 1999; six hours legal education in the area of federal practice every two years is required.

Sponsor of Program	Activity	Date & Place to Nearest 1/4 Hr.	Number of Hours Actually Attended
_____			
_____			
_____			
_____			

**Total hours** attended in 1998 and 1999: \_\_\_\_\_  
**Hours** carried forward from 12/31/97 report (NOT TO EXCEED 3) \_\_\_\_\_  
Less six (6) hour requirement: \_\_\_\_\_ -6 \_\_\_\_\_  
Hours (NOT TO EXCEED 3) carried forward: \_\_\_\_\_

I submit this report pursuant to LR83.2(b)(2) of the Local Rules of the U.S. District Court, Northern and Southern Districts of Iowa. I certify to the Court that the above report is true and correct, that I did in fact attend these activities for the number of hours listed, and that in my opinion these activities meet the C.L.E. requirements.

\_\_\_\_\_  
Date  
\_\_\_\_\_  
Signature

You must complete **both sides** of this C.L.E. reporting form. Please make your check payable to "**Clerk, U.S. District Court.**" **Send this form and check to:**

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P.O. Box 9344  
Des Moines, Iowa 50306-9344