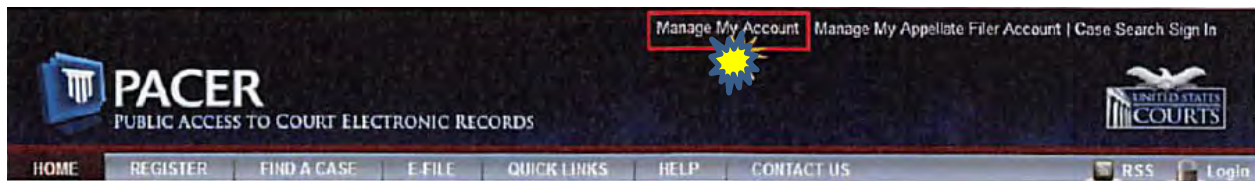


## Petition for Admission to Plead and Practice

The U.S. District Court for the District of Wyoming is a NextGen CM/ECF court. In order to request admission to practice, you must have an upgraded individual PACER account. If you do not have an upgraded individual PACER account, click [HERE](#) for procedures on how to upgrade. If you do not have a PACER account at all, click [HERE](#) for procedures on how to register. Once you have a PACER account, follow the steps below.

1. Navigate to [www.pacer.gov](http://www.pacer.gov)
2. Click Manage My Account at the very top of the page



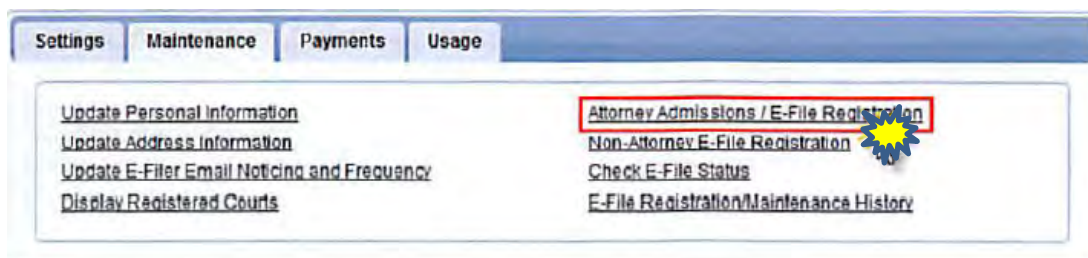
3. Login with your upgraded individual PACER account username and password

The image shows the PACER login interface. It has a blue header with the word 'Login'. Below it, there's a section for '\* Required Information' with two input fields: 'Username \*' and 'Password \*'. The 'Username' field is highlighted with a red box. Below the fields are three buttons: 'Login', 'Clear', and 'Cancel'. At the bottom, there are links for 'Need an Account?', 'Forgot Your Password?', and 'Forgot Username?'. A notice at the very bottom states: 'NOTICE: This is a restricted government website for official PACER use only. Unauthorized entry is prohibited and subject to prosecution under Title 18 of the U.S. Code. All activities and access attempts are logged.'

4. Click on the Maintenance tab



5. Select Attorney Admission/E-file Registration



6. Select **U.S. District Courts** as the Court Type and **Wyoming District Court** as the Court. Click **Next**.

**In what court do you want to practice?**

*\* Required Information*

Court Type \*

Court \*

**Note:** Centralized attorney admissions and e-file registration are currently not available for all courts. If you do not see a court listed, please visit that court's website. To find more information on all courts, visit the [Court CM/ECF Lookup page](#).

7. Select **Attorney Admissions and E-file**.

**WHAT WOULD YOU LIKE TO APPLY/REGISTER FOR?**



8. Complete all sections of the required registration information:

**Attorney Bar Information**

**Attorney Bar Information**

**FEDERAL BAR INFORMATION**

☒ I am admitted to the bar in one or more federal courts.

Our data indicates that you have been admitted to the bar of the following federal court(s):

Verified Federal Bar Information			
Federal Court	Bar ID	Bar Status	Date Admitted
No verified federal bar data available.			

Enter information for any federal court not listed in table on the left:

Additional Federal Bar Information		
Federal Court	Bar ID	Date Admitted
Click the "Add" button below to enter federal bar data.		
+ Add		

**STATE BAR INFORMATION**

☒ I am admitted to the bar in one or more states.

Enter information for any state(s) in which you have been admitted to the bar:

Additional State Bar Information		
State	Bar ID	Date Admitted
Click the "Add" button below to enter state bar data.		
+ Add		

- Check one or both boxes to indicate the federal or state courts to which you are admitted.
- Click on the +Add button to select and add the state and/or federal court(s) to which you are admitted.

## Sponsoring Attorney

**Sponsoring Attorney**

Bar ID  Jurisdiction

First Name  Middle Name  Last Name

- Enter the required information for the attorney sponsoring you.

## Attorney Information

**Attorney Information**

Attorney Type (check all that apply) \* ☒ Civil ☒ Criminal ☐ Bankruptcy

Have you ever been disbarred/censured/denied admission? \* ☐ Yes ☒ No

Do you have any disciplinary actions pending? \* ☐ Yes ☐ No

Have you ever been convicted of a felony? \* ☐ Yes ☒ No


Fee Acknowledgment \*

☒ I acknowledge that I will be charged an admission fee if I am admitted.

☐ I request that the admission fee be waived for the following reason:

- a. Enter your personal information and acknowledge the admission fee or request a waiver of fees.

### Document Upload

Document Upload	
Petition for Admission to Plead and Practice *	 Upload
Certificate of Good Standing *	 Upload

- a. Click the **Upload** button, then **+Browse** to attach both the [Petition to Plead and Practice](#) and a Certificate of Good Standing from the Wyoming State Bar.  
\*NOTE that each document should be uploaded separately.

## Additional Attorney Information Required by Court

**Additional Attorney Information Required by Court**

**ALL questions MUST be answered.**  
(Answer "N/A" if the question does not apply.)

Are you an active member in good standing of the Wyoming State Bar? If yes, please enter your bar number. If no, please explain. \*

Have you carefully studied the jurisdictional provisions of Title 28 of the United States Code, the Federal Rules of Civil Procedure, the Federal Rules of Criminal Procedure, and the Local Rules of the U.S. District Court for the District of Wyoming? \*

Have any proceedings been instituted against you in any court of competent jurisdiction or before any administrative body, charging you with unethical and/or unprofessional conduct? If yes, please explain. \*

I understand the Court will verify the information provided in this application and will send an email if I am eligible for admission. The email will contain a link to pay the required admission fee. This fee must be paid prior to being admitted to this Court. PACER's Manage My Account Payments tab is NOT intended to be used to pay the admission fee of the Court. It is for paying search related fees to PACER. Enter "Yes" in the box to acknowledge you understand this process. \*

Once you are admitted to the court's bar and pay your fee, you will receive an email that contains a Certificate of Admission in PDF format. Please enter your name exactly as you would like it to appear on your certificate in the box below. \*

In lieu of the on-line admittance, a formal, in-court attorney swearing-in ceremony can be requested. Would you like to request an in-person swearing-in ceremony? \*

a. Answer all questions and click **Next**.

9. Complete the personal information on the E-File Registration screen and click **Next**.  
NOTE - HTML is the preferred Email Format.

**Delivery Method and Formatting**

☐ Use a different email. Checking this will clear the primary email fields below.

**Primary Email \*** attymnd+32@gmail.com

**Confirm Primary Email \*** attymnd+32@gmail.com

**Email Frequency \*** At The Time of Filing (One Email pe

**Email Format \*** HTML



10. Set default payment information if desired (not required). Click **Next** when finished, or to bypass this screen.

**Payment Information**

**NOTE:** Not all courts accept ACH payments. If the court to which you are making a payment does not accept ACH, then ACH payments will not be available as an option during payment. In addition, the PACER Service Center does not accept ACH payments for PACER (case search) fees.

This section is optional. If you do not enter payment information here, you may do so later by selecting the **Make One-Time PACER Fee Payment** option under the **Payments** tab.

Select your method of payment from the **Add Credit Card** and **Add ACH Payment** options below. You may store up to three payment methods.

To designate a card as the default for e-filing or admissions fees, click the **Set default** link in the box(es) below. To remove the card as a default, click the **Turn off** link.

[Add Credit Card](#) [Add ACH Payment](#)


Next

Back


Cancel


11. Click the **Acknowledgement of Policies and Procedures for Attorney Admissions** box and the two **Attorney E-filing Terms of Use** acknowledgment boxes.

**Acknowledgment of Policies and Procedures for Attorney Admissions**

 Click here to acknowledge that you have read and agree to the local requirements for the court in which you are registering. [Click here to view local Court Policies and Procedures.](#) \*

[Click here to download a printable version of the Attorney E-filing Terms and Conditions](#)

 Click here to acknowledge that you have read and agree to the terms and conditions above, and this constitutes your signature for registration. \*

 Click here to acknowledge that you have read and agree to the local requirements for the court in which you are registering. [Click here to view local Court Policies and Procedures.](#) \*

12. Click **Submit**. The court will review your admission request and provide you with further instructions regarding the payment of your admission fee. Once payment is received, you will be mailed a Certificate of Admission from the U.S. District Court – District of Wyoming and your e-filing account will be automatically activated.