

UNITED STATES COURT OF INTERNATIONAL TRADE

Office of the Clerk
Admissions Office - Room 299
One Federal Plaza, New York, NY 10278-0001
Telephone: 212-264-2812

APPLICATION FOR ADMISSION TO PRACTICE

PART I - COMPLETED BY APPLICANT

I, _____, hereby apply for admission to practice before the United States Court of International Trade and make the following statements:

1. My contact information is:

Affiliation/Firm: _____
Title (if any): _____ Firm Telephone: _____
Address: _____ Suite/Floor: _____
City: _____ State: _____ Zip: _____
County: _____ E-Mail: _____
Direct Telephone: _____ Fax: _____

2. I hereby certify that I meet the qualifications of CIT Rule 74(a) to practice before the United States Court of International Trade based on my admission and membership in good standing in the court listed below:

Table with 2 columns: Title of Court, Date of Admission. Includes blank lines for entry.

Have you ever been censured, disbarred or suspended from practice before any court? (Check the applicable answer).

No []

Yes [] (If you answer yes, check the applicable answer to the following questions, and attach a separate statement explaining the nature of such actions or proceedings):

Are there any disciplinary proceedings presently pending against you? Yes [] No []

I did [] did not [] resign while disciplinary proceedings were pending.

I verify that I am attaching a separate statement explaining the nature of the proceedings. []

3. If requesting an expedited review of your application, detail any exigent factors that demonstrate that expedited treatment is warranted:

Large empty rectangular box for providing details on expedited review.

4. Please check one of the following regarding payment of your admission fee or certificate fee, as applicable:

For all attorneys other than attorneys employed by the U.S. government: ~~I have enclosed my, a~~ \$199 admission fee **is required, which includes a Certificate of Admission (admission is granted once the fee is processed):**

- I have ~~not enclosed a~~ **check with my application for the \$199 admission fee because ...**.
- I **request the Court invoice me for the \$199 admission fee which will be payable via Pay.gov.**

For all attorneys employed by the U.S. government **and therefore** entitled to waiver of the **admission** fee under USCIT Rule 74(b)(3):

- I **have not enclosed an admission fee because I am entitled to waiver of such fee. I understand I will not receive a Certificate of Admission.**

Although I am entitled to waiver of the **admission** fee ~~as an attorney employed by the U.S. government,~~ I request a Certificate of Admission ~~and have included my \$45 certificate fee.~~

- I **have enclosed a check with my application for the \$45 certificate fee.**
- I **request the Court invoice me for the \$45 certificate fee which will be payable via Pay.gov.**

For Internal Use Only - Date Fee Processed: _____

5. If this application is not submitted on oral motion, or if submitted on oral motion and the sponsoring attorney making the motion has not known me for more than one year or has not worked in the same law firm, government agency, or in a company with me for more than 6 months, I enclose a certificate stating that I am a member in good standing of the court identified in part 2 above issued by a judge of or the clerk of that court, or by another official duly authorized to issue such certificates.

- (Check, if applicable) A “certificate of good standing,” dated not more than ninety (90) days prior to this application, is attached.

6. If you are a sole practitioner (all other attorneys may skip this question), you must designate below a licensed attorney who has agreed to serve as a point of contact in the event of your death or incapacity, to assist with client file management and continuity of representation before the Court.

- (Check, if applicable) I am a sole practitioner and designate the following attorney who has consented to serve as a point of contact in the event of my death or incapacity, to both assist with client file management and continuity of representation before the Court:

Name of Designated Attorney: _____
 Affiliation/Firm: _____
 Title (if any): _____ Firm Telephone: _____
 Address: _____ Suite/Floor: _____
 City: _____ State: _____ Zip: _____
 County: _____ E-Mail: _____
 Direct Telephone: _____ Fax: _____

7. I, _____, do solemnly swear (or affirm) that I will faithfully conduct myself as an attorney and counselor-at-law of this Court, uprightly and according to law, and that I will support the Constitution of the United States, so help me God.

~~I have read and am familiar with the Rules of the United States Court of International Trade.~~

If any of the information provided herein changes, I will promptly notify the Court by filing a Request for Change in Information.

I declare under the penalty of perjury that the foregoing is true and correct.

Date: _____ Signature of Applicant: _____

or, if signed outside the United States of America,

I declare under the penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Date: _____ Signature of Applicant: _____

PART II - COMPLETED BY SPONSORING ATTORNEY (if applicable)

I, _____ (insert name of sponsoring attorney), a member of the bar of this Court or of the Supreme Court of the United States, move the admission to practice before this Court of _____ (insert name of applicant).

I have known the applicant since _____ (insert approximate month and year) and consider the applicant to be a person of good moral character and in every way qualified to practice as a member of the Bar of this Court.

I have read the application for admission, and, to the best of my knowledge and belief, the statements therein are true.

Name, Firm, Address, Telephone Number and E-mail Address:

Signature of Sponsoring Attorney

Date

PART III - COMPLETED BY JUDGE

Application for Admission approved on (date) _____, at (place) _____.

Signature of Judge: _____

(As amended Jan. 1, 1996, eff. Jan. 1, 1996; Mar. 25, 1998, eff. July 1, 1998; Sept. 30, 2003, eff. Jan. 1, 2004; Nov. 28, 2006, eff. Jan. 1, 2007; Nov. 25, 2008, eff. Jan. 1, 2009; Mar. 24, 2009, eff. May 1, 2009; Nov. 25, 2009, eff. Jan. 1, 2010; Mar. 27, 2012, eff. May 1, 2012; Dec. 23, 2016, eff. Feb. 1, 2017; Mar. 23, 2021, eff. May 3, 2021; Dec. 12, 2023, eff. Jan. 22, 2024; Oct. 23, 2025, eff. Dec. 1, 2025; Dec. 9, 2025, eff. Jan. 5, 2026; **Mar. 18, 2026, eff. Mar. 30, 2026.**)