

Board of Law Examiners
Appointed by the Supreme Court of Texas

APPLICATION FOR RENEWAL OF FOREIGN LEGAL CONSULTANT CERTIFICATION

NAME: [] Mr.
[] Ms.

	Last	First	Middle	Maiden	Suffix
<hr/>					
Date of Birth	Social Security No. ¹	Driver's License/I.D. No.	Issuing State		

PASSPORT INFORMATION:

Date Issued	Passport Number	Issuing Country
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MAILING ADDRESS: (All correspondence will be mailed to this address.)

Street Address/P.O. Box	Apt. No.	City	State	Zip Code
<hr/>				
Home Phone: _____	Work Phone: _____	Cell Phone: _____		
Email Address: _____				

NAME & TELEPHONE NUMBER OF A PERSON WHO CAN CONTACT YOU:

Name	Relationship	Telephone Number
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1. CHECK ONE:

- I intend to practice as a Foreign Legal Consultant in Texas and to maintain an office in Texas for that purpose. (See Rule XIV(1)(a).)
- I intend to practice as a Foreign Legal Consultant in Texas only as an in-house counsel on behalf of an individual, corporation, limited liability company, partnership, association, nonprofit entity, or governmental agency whose primary business is *not* the provision of legal services to the public. (See Rule XIV(1)(b).)

2. Since the filing of your last certification application or renewal form, have you initiated the process to become licensed to practice law, or have you filed an application to take a bar examination, in any jurisdiction and were not ultimately licensed in that jurisdiction? (This question does **not** refer to applications to law schools.) _____

(yes or no)

If you answered "YES" to **Question 2**, provide details on a Continuation Form, including the jurisdiction/state in which you filed, the date of filing, and date license issued, if applicable.

_____ **Check here if a Continuation Form is attached.**

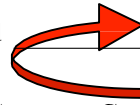
3. If you have not enclosed certain required documentation that must be obtained from third parties, you must make a good faith effort to provide that documentation to the Board within 30 days. **If applicable, list on a Continuation Form any documentation you have not provided.**

_____ **Check here if a Continuation Form is attached.**

¹ The provision of your Social Security number is voluntary, pursuant to Sec. 7, Privacy Act of 1974. However, when this data is provided, the Board will use it in its investigation and verification, to minimize errors of identity which might introduce problems and delays into the certification and licensure process. The Board appreciates your furnishing this information on a voluntary basis.

AFFIDAVIT

Before me, a Notary Public, on this day personally appeared _____,
who after being duly sworn by me, declared:



(Applicant's Full Name)

"I hereby swear and affirm that since the date that the Supreme Court of Texas issued my current or most recent Foreign Legal Consultant certificate, I _____ (enter "HAVE" or "HAVE NOT") complied with the terms of the certificate and with the Rules Governing Admission to the Bar of Texas, including Rule XIV.

"I understand that the Board may recommend to the Court that my certification be revoked if I no longer meet the requirements set forth in Rule XIV(1) of the *Rules Governing Admission to the Bar of Texas*. Upon request by the Board, I agree to promptly provide the Board with the following:

- an original certificate or other document from the entity with final jurisdiction over professional discipline in a foreign jurisdiction or state that certifies I am authorized to practice law in that jurisdiction or state; the date that I was authorized to practice law in the jurisdiction or state; and that I remain in good standing as an attorney or counselor at law in the jurisdiction or state; and/or
- proof of my active and substantial engagement in the lawful practice of law.

"I further swear and affirm that:

(A) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") been formally charged with any violation of law, excluding cases which have been dismissed for reasons other than technical defects in the charging instrument; cases in which I have been found not guilty; minor traffic violations; cases in which the record of arrest or conviction has been expunged by court order; pardoned offenses; and Class C misdemeanors.

In determining the correct response to enter in the statement above, please be aware that you must enter "have" if you have been formally charged with any violation of the law which does not fit **exactly** within the listed exclusions. You must enter **"HAVE"** if you have been charged (but not yet acquitted, convicted, or dismissed) OR have been found guilty, placed on probation, or granted deferred adjudication or any other type of pretrial diversion in any state or federal offense, unless such offense was a Class C misdemeanor. An offense is **not** a minor traffic violation if it involved alcohol or drugs, or if there was an attempt, whether successful or not, to suspend or revoke your driver's license as a result of the offense.

If you entered **"HAVE,"** attach a separate Criminal History Form for each such charge.

Arrest/offense reports: If any of the offenses you describe resulted from your arrest (as opposed to a citation or a ticket) that occurred within five years of the date you sign this Application, you are responsible for either providing legible copies of the arrest/offense reports for such offenses, or providing proof that you made a written request for such reports. You are not required to provide copies of any citations or tickets.

Court records: If any of the offenses you describe, whether they resulted from an arrest, citation or ticket, occurred within five years of the date you sign this Application, you are responsible for either providing legible copies of all court records for all such offenses, or providing proof that you made a written request for such court records.

It is very important you make your written requests to the **correct** agency or court.

NOTE: Expunged and Sealed Offenses: Matters expunged pursuant to Texas Code of Criminal Procedure Art. 55.02, or pursuant to another State's statute with the same force and effect, need not be disclosed. While expunged or sealed offenses, arrests, tickets, or citations need not be disclosed, it is your responsibility to ensure the offense, arrest, ticket, or citation has, in fact, been expunged or sealed. It is recommended that you obtain a copy of the Court Order expunging or sealing the record in question. Failure to reveal an offense, arrest, ticket, or citation that is not in fact expunged or sealed, raises questions related to truthfulness in addition to questions regarding the offense itself.

NOTE: Orders of Non-Disclosure: Pursuant to the Govt. Code [Sec. 552.142 (b)], if you have criminal matters that are the subject of an order of non-disclosure you are not required to reveal those criminal matters on this form. However, a criminal matter that is the subject of an order of non-disclosure **may become a character and fitness issue**. Pursuant to other sections of the Government Code [411.081(d), 411.081(i)(5), 411.083(b), 411.084(a), 411.087(a), and 411.100], the Texas Board of Law Examiners is entitled to access criminal history record information that is the subject of an order of non-disclosure. If the Board of Law Examiners discovers a criminal matter that is the subject of an order of non-disclosure, even if you properly did not reveal that matter, the Board of Law Examiners may ask you to provide information about that criminal matter.

- (B) Since the date of filing my last certification application or renewal form, I _____ (enter “HAVE” or “HAVE NOT”) been diagnosed with or treated or hospitalized for bi-polar disorder, paranoia, schizophrenia, or any other psychotic disorder.**

If you have received mental health counseling or have been hospitalized for mental health reasons and do not know the diagnosis which was made, you should contact the health care provider responsible for your care and inquire as to whether you were diagnosed with bi-polar disorder, schizophrenia, paranoia, or any other psychotic disorder. In answering the statement above, you are entitled to rely on the diagnosis of your treating health care provider. You do not need to report any counseling, treatment, or hospitalization, which was for a diagnosis other than those included in the above statement.

A “HAVE” response to the above statement **does not** necessarily mean that you will be found to lack the fitness required for renewal. The Board is sensitive to confidentiality concerns. Please refer to Rule I(d) of the *Rules Governing Admission to the Bar of Texas* concerning confidentiality.

If you entered “HAVE,” attach a Continuation Form on which you explain your response and provide the date(s) of diagnosis and treatment, a description of the course of treatment and a description of your present condition. Include the name, current mailing address, and telephone number of each person who treated you, as well as each facility where you received treatment, and the reason for each treatment. You may also include information as to why, in your opinion or that of your health care provider, your illness or disorder will not affect your ability to be a Foreign Legal Consultant in a competent and professional manner.

- (C) Since the date of filing my last certification application or renewal form, I _____ (enter “HAVE” or “HAVE NOT”) been charged with fraud, or alleged to have committed fraud, in any legal proceeding.**

If you entered “HAVE,” attach a Continuation Form on which you explain your response. In addition to your Continuation Form, provide legible copies of relevant court documents, including pleadings and orders relating to the fraud allegations.

- (D) Since the date of filing my last certification application or renewal form, I _____ (enter “HAVE” or “HAVE NOT”) been involved in civil litigation or bankruptcy proceedings.**

In determining the correct response to enter in the statement above, you must enter “HAVE” if you have been involved in any civil litigation, including family law litigation such as divorce, child support, contempt or other enforcement matters.

If you entered “HAVE,” attach a separate Civil Litigation Form on which you provide details as to the nature of, and your role in, each proceeding, or, in the case of bankruptcy, explain whether there were any allegations of fraud, mismanagement of funds, or adversary proceedings. In addition to your Civil Litigation Form, provide **legible** copies of the docket sheets, or, in the case of bankruptcy, provide **legible** copies of the petition, all schedules, and other relevant documents.

- (E) Since the date of filing my last certification application or renewal form, I _____ (enter “HAVE” or “HAVE NOT”) been disciplined in any way for any matter by any college, university, law school or other institution of higher learning, or by any professor, administrator, employee or entity representing any college, university, law school or other institution of higher learning, or been allowed to withdraw from such an institution to avoid such discipline, whether or not the record of such action was retained in any file. (Discipline includes, without limitation, a letter or other written notice of reprimand or warning, suspension, expulsion, adjustment of grade, assignment of community service, any form of probation, or any other adverse action.) (Entity includes, without limitation, residential facilities or other facilities owned or managed by a collect, university, law school, or other institution of higher learning.)**

If you entered “HAVE,” attach a Continuation Form on which you explain your response.

- (F) Since the date of filing my last certification application or renewal form, I _____ (enter “HAVE” or “HAVE NOT”) been held in contempt of court.**

If you entered “HAVE,” attach a Continuation Form on which you explain your response. In addition to your Continuation Form, provide **legible** copies of the court order(s).

- (G) Since the date of filing my last certification application or renewal form, I _____ (enter “HAVE” or “HAVE NOT”) failed to timely file applicable state or federal income tax return(s) and/or report(s) required by law.**

If you entered “HAVE,” attach a Continuation Form on which you explain your response, to include your reason(s) for failing to file timely.

- (H) Since the date of filing my last certification application or renewal form, I _____ (enter “HAVE” or “HAVE NOT”) failed to pay all taxes owed pursuant to state or federal law at the time such taxes were due.**

If you answered “HAVE,” attach a narrative statement on a Continuation Form.

(I) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") abused or been addicted to, or treated for, the use of alcohol or any other substance, to include any court-ordered treatments.

If you entered "HAVE," attach a Continuation Form on which you explain your response and provide the name, current mailing address, and telephone number of each person who provided evaluation or treatment, as well as the name, address, and telephone number of each facility where you received treatment.

(J) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") held or applied for any professional or occupational license (excluding any application filed with the Texas Board of Law Examiners).

If you entered "HAVE," attach a Continuation Form on which you explain your response and provide the name, address, and phone number of each licensing authority.

(K) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") been disbarred, suspended from practice, disciplined, or disqualified as a member of a profession, occupation or as the holder of a public office.

If you entered "HAVE," attach a Continuation Form on which you explain your response and provide the name and mailing address of the disciplinary authority or entity in possession of the records of such incidents.

(L) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") been disbarred, suspended from practice, disciplined, placed in a diversion program, disqualified, allowed to resign in lieu of any disciplinary action, or subject to a qualification or condition of my license as a member of a profession, occupation or as the holder of a public office.

If you entered "HAVE," provide a narrative statement of the details (stating dates, names, and circumstances) on a Continuation Form. Include the name and mailing address of the disciplinary authority in possession of the records of such incidents.

(M) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") been the target or subject of a grand jury or other governmental agency investigation.

If you entered "HAVE," attach a Continuation Form on which you explain your response.

(N) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") been the subject of an investigation for the unauthorized practice of law.

If you entered "HAVE," attach a Continuation Form on which you explain your response and provide the name, current mailing address, and telephone number of the entity or person who conducted the investigation.

(O) Since the date of filing my last certification application or renewal form, I _____ (enter "HAVE" or "HAVE NOT") been terminated, suspended, disciplined, or permitted to resign in lieu of termination from any job or employment.

If you entered "HAVE," attach a Continuation Form on which you explain the circumstances surrounding each such occurrence.

(P) At the present time, I _____ (enter "DO" or "DO NOT") have debts (including but not limited to business or consumer loans, student loans, and taxes) that are ninety (90) days or more past due.

If you entered "DO," attach a Continuation Form on which you explain your response. If you have student loans that are ninety (90) days or more past due, provide the name, mailing address, and telephone number for the creditor(s). **In addition to your Continuation Form, provide a current credit report from EXPERIAN (1-888-397-3742 or you may obtain a report from the Internet at www.experian.com).** When you send that report, add a listing of any debts ninety (90) days or more past due which are not shown on the credit report and, if you dispute any debt, explain in a narrative statement.

(Q) At the present time, I _____ (enter "DO" or "DO NOT") owe past due court-ordered child support payments.

If you entered "DO," attach a Continuation Form on which you explain your response and provide the name, current mailing address, and telephone number of the payee and the office (if any) receiving your payments. In addition, provide legible copies of relevant documents (including court orders and agreements incident to divorce).

Please list the letter of each paragraph to which you have entered "HAVE" or "DO." If none, indicate "none."

Before you complete the following Affidavit, verify that you have fully responded to all items, questions, and statements; and that you have completed all required Continuation Forms, Civil Litigation Forms, and Criminal History Forms.

“I have read the foregoing instructions and questions that constitute the Renewal Form for Foreign Legal Consultant Certification. I have answered all questions fully and frankly, and I hereby affirm that all of the information contained in my renewal form (including any required Continuation Form and Employment Form) is true and correct. I hereby certify that all documents I have provided or will provide to the Board, that are not required to be certified copies, are to the best of my knowledge, true and correct copies of the original documents.

“I further affirm that I understand that the purpose of all questions contained in this renewal form is to provide to the Board of Law Examiners sufficient information upon which to base its investigation as to my present moral character and fitness and my eligibility for renewal. I further understand that the fact that the renewal form inquires about a particular matter **does not mean that the matter is conclusive as to my present moral character and fitness.** I understand that the Board’s inquiries and investigation will cover matters which may or may not be grounds for finding that I lack the present good moral character and fitness required for renewal.

“I further affirm that I have read the current version of the *Rules Governing Admission to the Bar of Texas* and the statutes governing the Board of Law Examiners found in Texas Government Code, Sec. 82.001 *et seq.* I further understand that it is my responsibility to read any subsequent amendments to the *Rules Governing Admission to the Bar of Texas* and to Sec. 82.001 *et seq.*, Texas Government Code, regardless of whether such amendments are adopted after the filing of this document.

“I have read the *Texas Disciplinary Rules of Professional Conduct*, as shown at www.texasbar.com. I will abide by the *Texas Disciplinary Rules of Professional Conduct* and any amendments or changes thereto if I am re-certified as a Foreign Legal Consultant in Texas. I will abide by the *Texas Disciplinary Rules of Professional Conduct* and any amendments or changes thereto if I am re-certified.

“I hereby seek re-certification upon completion of requirements imposed by the *Rules Governing Admission to the Bar of Texas*. I fully understand that the answers submitted on this renewal form and all attendant forms are submitted under oath, and that failure to honestly answer any question or to disclose fully and accurately any facts or information called for herein may result in a finding that I do not have the present good moral character and/or fitness required for renewal.

“I am aware that I have a duty to, and I agree that I will, advise the Board in written supplemental answers, if at any time after the filing of this renewal form and before I am re-certified, I obtain information or otherwise become aware of any fact (including a change in facts or circumstances) that demonstrates the incorrectness or incompleteness of any response I have made in this renewal form.

“I am further aware that I have a duty to, and I agree that I will, advise the Board in writing of any change of address and telephone number, even if such change is only temporary, so that the Board can contact me at any time if the need arises. I affirm that I have received, with my renewal form, a change of address form which I can use for this purpose, and that I will keep the Board apprised of my address and telephone number at all times.”

“I further depose that, having submitted the foregoing renewal form using the Board’s web version, no revisions or alterations have been made to the text or questions contained therein; and that if revisions or alterations are made, it is understood by me that the renewal form may be denied, or, if granted, may be revoked, and all fees forfeited.”

Signature of Applicant

Subscribed and sworn to before me on this _____ day of _____, _____.

(SEAL)

Signature of Notary

My Commission expires: _____

SPONSOR INFORMATION

Printed Name of Sponsoring Member of the Texas Bar: _____

Date Licensed: _____

Texas Bar Number: _____

Signature: _____

Subscribed and sworn to before me on this _____ day of _____, _____.

(SEAL)

Signature of Notary

My Commission expires: _____

CRIMINAL HISTORY FORM

(Use a **separate form** for each incident requiring a *Criminal History Form*. Make additional copies of this form as needed.)

Arrest/offense reports: If any of the offenses you describe resulted from an arrest (as opposed to a citation or a ticket) that occurred within five years of the date you sign this Re-Application, you are responsible for either providing legible copies of the arrest/offense reports for such offenses, or providing proof that you made a written request for such reports. You are not required to provide copies of citations or tickets.

Court records: If any of the offenses you describe, whether they resulted from an arrest, citation, or ticket, occurred within five years of the date you sign this Re-Application, you are responsible for either providing legible copies of all court records for all such offenses, or providing proof that you made a written request for such court records.

NAME: _____
Last First Middle

Date of Incident: _____

Location of Incident: _____
City County/State/Country Zip/Postal Code

Arresting/Ticketing Agency: _____
Name of Agency

Mailing Address of Agency: _____
City State/Country Zip/Postal Code

Detailed Summary of the events and circumstances leading to this arrest, citation, ticket, and/or criminal charge: (Use *Continuation Form*, if necessary.)

CHARGES. For each charge, indicate whether it was a misdemeanor or a felony:

Initial Charge(s): _____ Misdemeanor _____ Felony

Ultimate Charge (s): _____ Misdemeanor _____ Felony

Plea: _____

Disposition: (If probation, deferred adjudication, or deferred prosecution, give summary.) _____

Style and Cause Number(s): _____

Title of Court: _____

Mailing Address of Court: _____

Name and address of your legal counsel in this case, if any: _____

State of _____

County of _____

AFFIDAVIT REGARDING LAWSUITS AND DISCIPLINE

On this the _____ day of _____, 20__ , the undersigned Applicant personally appeared before me, and , after being duly sworn did state:

I, _____, the undersigned Applicant for certification as a Foreign Legal Consultant, do hereby affirm that I will immediately advise the Texas Board of Law Examiners, in writing, of any lawsuit brought against me which arises out of or is based upon any Foreign Legal Consultant services rendered or offered to be rendered by me within the State of Texas.

I further promise to immediately notify the Texas Board of Law Examiners, in writing, of any resignation or revocation of my authorization to practice law in any other jurisdiction (if any), and of any censure, suspension or expulsion in respect to such authorization.

Signature of Applicant

Subscribed and sworn to before me on this _____ day of _____, 20_____ .

Signature of Notary
My Commission expires:_____

(SEAL)