

**Supreme Court of the State of New York**  
**Appellate Division: Second Judicial Department**

**INSTRUCTIONS**  
**Application for Reinstatement to the Bar**  
**After Voluntary Resignation**

An application pursuant to Judiciary Law § 90 and § 691.11 of the rules of this court for reinstatement to the bar after a voluntary resignation shall comply with the following requirements:

- § 1. The application shall be made in the form of a motion.
- § 2. The moving papers shall bear the caption and the Appellate Division docket number of the order accepting the movant's voluntary resignation.
- § 3. The motion shall be made on notice to the Departmental Grievance Committee in the judicial district in which the applicant last maintained an office for the practice of law, or if none, to the Departmental Grievance Committee in the judicial district in which the applicant resided when admitted to practice.
- § 4. The motion shall be made, noticed, and filed in accordance with § 670.5 of the rules of procedure of this court. Payment of the \$45 fee required by CPLR 8022(b) shall accompany the filing of the motion papers, unless the movant is exempt from payment thereof pursuant to CPLR 1102. Checks shall be made payable to "Clerk of the Court."
- § 5. The motion shall be supported by the affidavit or affirmation of the movant, subscribed and sworn to or affirmed before a notary public or other person authorized to administer an oath or affirmation.
- § 6. The supporting affidavit or affirmation shall be worded and numbered as follows:

State of New York                    )  
County of \_\_\_\_\_) ss.:

\_\_\_\_\_, being duly sworn, deposes and says (or affirms under the penalty of perjury) that:

- 1. I hereby apply, pursuant to Judiciary Law § 90 and 22 NYCRR 691.11, for reinstatement as an attorney and counselor-at-law licensed to practice in all of the courts of the State of New York.
- 2. My full name is \_\_\_\_\_. The name under which I was admitted to the practice of law is \_\_\_\_\_. My name was changed on the Roll of Attorneys and Counselors-at-Law to \_\_\_\_\_ by reason of (marriage, divorce or annulment, or a

court order legally changing the movant's name). I have also been known by the following names:

3. I was born on (date) in (city, state, country).
4. I currently reside at (street, town or city, state, and zip code).
5. The telephone numbers at which I can be contacted are:  
Home \_\_\_\_\_  
Work \_\_\_\_\_  
Mobile \_\_\_\_\_.
6. The e-mail address at which I can be contacted is \_\_\_\_\_.
7. I was admitted to the New York State Bar on (date) in the \_\_\_\_\_  
Judicial Department.
8. By decision and order of this court dated (date), my voluntary resignation from the Bar of this State was accepted by the court.

*A copy of the decision and order accepting my voluntary resignation is attached as exhibit A hereto.*

9. I have also been admitted to practice in the following jurisdictions:  
  
*Certificates of Good Standing, issued within the 30 days preceding the execution of this affidavit (or affirmation) by all jurisdictions in which I am admitted are attached as exhibit \_\_\_ hereto.*
10. Since the effective date of my resignation, I have been the subject of complaints of professional misconduct or of professional discipline in the following other jurisdictions (state the jurisdiction, the date, the nature of the complaint or the discipline imposed, and whether or not you are now in good standing in such jurisdiction):
11. Since the effective date of my resignation, I have been arrested, charged with, indicted, convicted, tried, and/or entered a plea of guilty to the following felonies, misdemeanors, violations, and/or traffic infractions (state the court, the offense charged, and date and nature of disposition):
12. Since the effective date of my resignation, I have suffered from or have been treated for a mental or emotional disorder, alcoholism and/or substance abuse or dependency (state the date or dates of each instance, the name of any health professional or institution consulted or affording treatment, and the circumstances):

13. Since the effective date of my resignation, I have complied with the requirements of 22 NYCRR 691.11-a(c)(4) by successfully completing one credit hour of continuing legal education (CLE) accredited in accordance with 22 NYCRR Part 1500 for each month since the date of the order of this court accepting the resignation and removing my name from the roll of attorneys, up to a maximum of twenty-four credits.

*Certificates attesting to my completion of the required CLE are attached as exhibit \_\_\_ hereto.*

14. Within the 30 days preceding the execution of this affidavit (affirmation), I have read the rules set forth in 22 NYCRR Part 1200 of the joint rules of the Appellate Divisions and I have read 22 NYCRR Part 691 of the rules of this court. I am familiar with the provisions of the Rules of Professional Conduct. If reinstated to the practice of law, I will conform my conduct to those rules.

15. I understand that the court may take such investigative steps as it deems appropriate to evaluate my character and fitness for reinstatement to the Bar. I will fully cooperate with any request for additional information and make myself available to answer questions under oath or affirmation, as required.

WHEREFORE, I request that the court grant this application for my reinstatement as an attorney and counselor-at-law licensed to practice in all of the courts of the State of New York.

Dated: (city or town, state)

\_\_\_\_\_, 200\_\_

\_\_\_\_\_

Subscribed to and sworn to before me  
this \_\_\_\_ day of \_\_\_\_\_, 200\_\_

\_\_\_\_\_

Notary Public

§ 7. In completing the supporting affidavit or affirmation, the movant should not omit inapplicable passages. If an entire paragraph is inapplicable, the appropriate answer is "Not Applicable." If portions of the paragraph are inapplicable, the movant may so indicate by the use of strikethrough characters as in the following example:

2. My full name is \_\_\_\_\_. The name under which I was admitted to the practice of law is \_\_\_\_\_. ~~My name was changed on the Roll of Attorneys and Counselors at Law to by reason of (marriage, divorce or annulment, or a court order legally changing the movant's name).~~ I have also been known by the following names:

§ 8. The application may be supplemented by the affidavits or affirmations of counsel and character witnesses, and with additional appropriate exhibits.

§ 9. Place the moving papers in the following order:

- a. The notice of motion or order to show cause;
- b. The applicant's form affidavit or affirmation;
- c. The exhibits supporting that form affidavit or affirmation;
- d. Any additional supporting affidavits or affirmations and exhibits thereto; and
- e. An affidavit of service of the moving papers upon the appropriate Departmental Grievance Committee.