



PATRICK E. HIGGINBOTHAM AMERICAN INN OF COURT

MEMBERSHIP APPLICATION

The Patrick E. Higginbotham American Inn of Court is a professional organization of federal and state judges, private attorneys practicing in firms of all sizes, in-house counsel, federal and state prosecutors, public defenders, law professors, and legal aid lawyers from the Dallas-Fort Worth area. Each of our members is an exemplary member of the legal community interested in litigation and committed to the principles of ethics, professionalism, and mentorship in the legal community.

This application should be completed by eligible attorneys who are interested in consideration for an open position as a Barrister (7-20 years of experience as of the application deadline) or Associate (fewer than 7 years of experience) in the Inn.

APPLYING FOR (PLEASE SELECT ONE):

☐ **BARRISTER (7-20 YEARS OF EXPERIENCE AS OF THE APPLICATION DEADLINE)**

☐ **ASSOCIATE (FEWER THAN 7 YEARS OF EXPERIENCE)**

I. PERSONAL INFORMATION

First Name: _____

Last Name: _____

Phone Number: _____

Email Address: _____

Street Address: _____

City: _____ State: _____ ZIP: _____

II. PROFESSIONAL INFORMATION

Current Employer: _____

Job Title: _____

Years of Legal Experience: _____

Area(s) of Legal Expertise: _____

(You may attach an additional sheet if necessary.)

III. OTHER

A listing of our current Masters of the Bench is attached to this application. Are you acquainted with anyone who is a Master of the Bench or Master of the Bench Emeritus of the Inn?

(Please select one)

☐ Yes

☐ No

If yes, please provide name(s) and explain the basis of your acquaintance.

IV. REQUIRED DOCUMENTS

A. Professional Biography

Please provide a professional biography detailing your education, legal experience, professional and community involvement, and accomplishments. Include any relevant certifications, awards, and professional affiliations. You are welcome to attach a copy of your biography from your firm website, LinkedIn profile, or the like.

B. Letter(s) of Recommendation

Please submit at least one letter of recommendation from a professional colleague, supervisor, or mentor who can attest to your legal skills, ethics, and dedication to professionalism. While not required, you may also submit letters of recommendation from any of our Masters of the Bench or Masters of the Bench *Emeriti*. Note that all applications will be given equal consideration, regardless of whether they include recommendation letters from current or former Masters of the Bench of the Inn.

V. SUBMISSION REQUIREMENTS

Applications must be submitted by June 6, 2025 to be considered for election as a member for the 2025-2026 Inn year, which begins in September 2025. Please email your completed application and required documents to the Administrator of the Inn at jcopeland@cailaw.org.

After your application is received, a member of the Membership Committee of the Inn may contact you to schedule a short interview.

VI. MEMBERSHIP COMMITMENT

Membership Commitment: The success of the Patrick E. Higginbotham American Inn of Court heavily depends on the active participation and commitment of our members. As a result, there are certain expectations of our members to ensure the effectiveness of our programs, activities, and mentoring opportunities.

To remain in good standing, members of the Inn are expected to:

1. Pay annual dues and any other expenses arising during the year within 30 days of receipt of an invoice for such expenses;
2. Attend at least 70% of the Inn's meetings and other planned events;
3. Avoid missing more than two (2) consecutive regular meetings of the Inn.

We understand that unforeseen circumstances may arise; however, if you anticipate difficulties in meeting these expectations, you must provide advance notice and seek approval from the Membership Committee or the President. Failure to comply with these expectations without advance notice and approval may result in your removal from the Inn.

VII. CERTIFICATION

By submitting this application, I hereby confirm that the information provided herein is true and accurate to the best of my knowledge. I understand that any false information or omission may result in the disqualification of my application or termination of my membership. I further affirm that I have reviewed the membership participation requirements and dues obligations of members of the Patrick E. Higginbotham American Inn of Court and that I will comply with such requirements if selected for membership.

Signature: _____

Printed Name: _____

Date: _____