

PRO HAC VICE ADMISSION POLICY

IN ADDITION TO OHIO SUPREME COURT COMPLIANCE, THE FOLLOWING INFORMATION MUST BE PROVIDED TO THE TRIAL COURT:

THE FOLLOWING IS THE POLICY FOR OUT-OF-STATE ATTORNEYS TO REQUEST PRO HAC VICE ADMISSION:

- 1) REQUEST MUST BE MADE BY WRITTEN MOTION;
- 2) MOTION MUST INCLUDE THE FOLLOWING:
 - A. A CERTIFICATE OF GOOD STANDING FROM THE HIGHEST COURT OF THE STATE WHERE THE ATTORNEY IS REGISTERED;
 - B. AN AFFIDAVIT FROM THE MOVANT ATTORNEY, AFFIRMATIVELY STATING THAT HE/SHE DOES NOT HAVE ANY PENDING GRIEVANCE OR DISCIPLINARY ACTIONS IN ANY JURISDICTION;
 - C. AN AFFIDAVIT FROM THE MOVANT ATTORNEY, AFFIRMATIVELY STATING THAT HE/SHE WILL FAMILIARIZE HIMSELF/HERSELF WITH THE LOCAL RULES OF COURT, ALL OHIO RULES OF COURT THAT ARE APPLICABLE AND THE OHIO CODE OF PROFESSIONAL RESPONSIBILITY, AND THAT THE ATTORNEY AGREES TO BE BOUND BY THE SAME;
 - D. AN AFFIDAVIT FROM THE MOVANT ATTORNEY, SETTING FORTH THE NUMBER OF CASES IN WHICH HE/SHE HAS PREVIOUSLY REQUESTED TO BE ADMITTED PRO HAC VICE IN ANY STATE COURT IN OHIO, AND SETTING FORTH THE FULL CAPTION, CASE NUMBER, AND COURT IN WHICH THE REQUEST WAS MADE, AND THE DATE OF EACH SAID REQUEST.