

CHECKLIST FOR REINSTATEMENT APPLICATIONS

Rules 64 and 65, Ariz. R. S. Ct.

1. **Compliance with Supreme Court's order of discipline :**
 - Clients notified – proof supplied
 - Assessed costs paid
 - Other

2. **Required Documentation:**
 - Application filing fee (payable to “Disciplinary Clerk of the Supreme Court of Arizona”)
 - Payment of any sums owed to the client security fund. Include affidavit from the Administrator of the Client Protection Fund. For more information call the State Bar at 602-340-7286.
 - Payment of advance costs for investigation. Include affidavit from the Lawyer Regulation Records Manager. For more information call the State Bar at 602-340-7353.
 - General release form

3. **Application:**
 - 1) Name, age, residence and address of the applicant.
 - 2) The offense or misconduct upon which the disbarment or suspension was based, together with the date of disbarment or suspension.
 - 3) Names and addresses of all complainants
Names and addresses of Committee members
Name of trial judge, if felony
Name of complaining witness, if felony
Name of prosecutor, if felony
 - 4) Description of occupation for period with names and addresses of all partners, associates, employers – dates and duration of each
 - 5) Approximate monthly earnings and other income including source
 - 6) All residences with names and addresses of landlords
 - 7) Financial obligations with dates, names and addresses
 - 8) All civil actions with names, dates and addresses
 - 9) Any arrests with details
 - 10) Any applications for licenses with details
 - 11) Proceedings regarding other professional standings
 - 12) Any fraud charges
 - 13) Statement in support
 - 14) Application verified

4. **Additional Supporting Documentation:**
 - Copies of judgments, court orders, findings and recommendations.
 - Copies of any prior applications with findings and orders.
 - Copies of all federal and state income tax returns, as filed, including all schedules with W-2's for the period of suspension/disbarment to present.

Incomplete Applications will not be accepted for filing.