

Levon B. Henry  
*President*

Kristina John  
*Vice-President*

Karen Bernally  
*Secretary*

Michelle Dotson  
*Treasurer*

Andrea L. Valdez  
*Executive Director*

## NAVAJO NATION BAR ASSOCIATION, INC.

POST OFFICE BOX 690

WINDOW ROCK, ARIZONA 86515

(928) 871-2211

(928) 871-2229 FAX

nnba@navajolaw.org

Visit our website at <http://navajolaw.org>

# BAR EXAMINATION APPLICATION INSTRUCTIONS

### PLEASE READ CAREFULLY BEFORE COMPLETING THE APPLICATION.

Any person desiring to take the August 28, 2010 Navajo Nation Bar Examination must submit to the NNBA, Inc., office in St. Michaels, Arizona, a **completed** application and a non-refundable application fee of \$100.00, so that it is actually received no later than 4 p.m. on July 29, 2010.

Give specific answers to **each part** of **all** questions. Do not leave any spaces blank. If the question is not applicable to you, simply indicate the same in the space provided for the answer. When using additional attachments or pages to supplement answers, give the information in the same manner as is called for in the application. Reference attachments in the space provided.

A completed application consists of the following forms and documents, all of which must be completed, signed and notarized, as applicable. Note: Different information and/or documents are required for different applicants, depending on each applicant's status (persons who are not enrolled members of any Indian tribe or enrolled members of an Indian tribe).

1. Petition for Membership. (NNBA, Inc. Form A to be filled out by applicant)
2. Petitioner's Affidavit. (NNBA, Inc. Form B to be filled out by applicant and notarized)
3. Petitioner's Application. (NNBA, Inc. Form C to be filled out by applicant)
4. Three letters of recommendation (One of which must be prepared by an NNBA, Inc. member). (see NNBA, Inc. Form D)
5. Official Certificate of Graduation or other proof of completion of law school (if applicable).
6. Official Certificate or other proof of completion of paralegal training, advocacy program or course of studies which is approved by the NNBA, Inc. (if applicable).
7. Authorization and Release. (NNBA, Inc. Form E to be filled out by applicant and notarized).
8. Character and Fitness Report. (NNBA, Inc. Form F to be completed by State Bar of which you are a member and returned to the NNBA, Inc. so that it is actually received by the July 29, 2010 deadline). Form F should be sent to the respective State Bar Association(s) along with Form E (Authorization and Release).

**Arizona Bar Members**

Lawyer Regulation Records Manager

4201 N. 24<sup>th</sup> Street, Suite 200, Phoenix, Arizona 85016-6288

**Colorado Bar Members**

Colorado Supreme Court, Attorney Regulations Council  
Susan Perry, 600 17<sup>th</sup> Street, Suite 200 South, Denver, Colorado 80202

**New Mexico Bar Members**

Disciplinary Board of the Supreme Court  
Post Office Box 1809, Albuquerque, New Mexico 87103-1809

**Utah Bar Members**

Admissions Office  
645 South 200 East, Salt Lake City, Utah 84111

The foregoing addresses are provided as a courtesy only. Applicants are responsible for confirming these addresses before mailing documents.

9. Employment Reference Confirmation. Fill in your name and send the Employment Reference Confirmation form to **all past and present employers**, see Form G. The completed and signed form(s) must be submitted to the NNBA, Inc. so that they are actually received no later than 4:00 p.m. on July 29, 2010.
10. Traditional Navajo Teaching Certificate of Completion. The certificate of completion must be submitted to the NNBA, Inc. office before one can be sworn in as a NNBA, Inc. member.
11. Proof of enrollment in a Federally Recognized Indian Tribe of the United States. A copy of the proof of enrollment must be included with your application, if applicable.
12. For applicant's awaiting the results of a State Bar exam, or taking a State Bar exam prior to August 28, 2010, a copy of the State Bar's letter to you informing you that you are eligible to sit for the State Bar **must** be provided.

**Failure to submit the non-refundable \$100.00 application fee, or any of the required documentation so that they are actually received by 4:00 p.m. on July 29, 2010, will result in your application being deemed incomplete and your application will be denied. Incomplete, unsigned and unnotarized documents will be deemed incomplete. It is the applicant's responsibility to submit a complete application, supporting documentation and application fee. Neither the NNBA, Inc. nor any of its employees or representatives are responsible for assisting the applicant in this regard.**

All incomplete applications become the property of the NNBA, Inc. The \$100.00 application fee is non-refundable and will not be applied towards the fee for future applications. You must submit a new application packet for each examination.

NAVAJO NATION BAR ASSOCIATION, INC.  
ADMISSIONS COMMITTEE

\*\*\*\*\*)  
In the Matter of the Application of: )  
 )  
 ) Petition  
\_\_\_\_\_) For  
Name ) Membership  
 )  
for Admission to the Navajo Nation Bar )  
Association, Inc. )  
Petitioner.)  
\*\*\*\*\*

Pursuant to the applicable Navajo Nation Bar Association, Inc. (NNBA, Inc.) By-Laws, I petition the Navajo Nation Bar Association, Inc. for Membership to practice law in the Navajo Nation.

Permission is requested to take the Navajo Nation Bar Examination, on Saturday August 28, 2010.

Attached to this Petition are:

1. Completed Petitioner’s Affidavit (including all required supporting documentation).
2. Completed Petitioner’s Application.
3. Completed Authorization and Release Form.
4. A Non-Refundable application fee of \$100.00 (check or money order), payable to the Navajo Nation Bar Association, Inc.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Respectfully Submitted,

\_\_\_\_\_  
Signature

(NNBA Form A)

ADMISSIONS COMMITTEE

**PETITIONER'S AFFIDAVIT**

Petitioner, \_\_\_\_\_, states:

1. I am applying for membership to the Navajo Nation Bar Association, Inc., through its Admissions Committee;
2. I request permission to take the scheduled Navajo Nation Bar Examination to be given on August 28, 2010;
3. I am at least (21) twenty-one years of age;
4. I am of good moral character, and have personal qualities with which to abide by the oath of office and ethical standards of the Navajo Nation;
5. I have not been convicted of a felony, or equivalent criminal offense, in any jurisdiction;
6. I have not been convicted of nor have been involved in any criminal offense involving moral turpitude in any jurisdiction; and
7. I am applying for membership under one of the following sections (check the applicable Box A or B):

A. QUALIFICATIONS REQUIRED OF PERSONS WHO ARE **NOT** ENROLLED MEMBERS OF ANY INDIAN TRIBE.

1. I reside and I am employed full time within the state of Arizona, Colorado, New Mexico or Utah; and
2. I am a Member in Good Standing of the Bar of Arizona, Colorado, New Mexico, or Utah or will have taken the bar examination of one of the above states by August 28, 2010 and am currently awaiting the results of the examination; and
3. I am a graduate of a law school.

Note: Persons who are not enrolled members of a federally recognized Indian tribe and are not yet members in good standing of the Bar of Arizona, Colorado, New Mexico or Utah are required to sit for the State Bar examination of one of those states immediately preceding the NNBA Bar exam date applied for. If you plan on sitting for a State Bar exam and ultimately do not do so, you shall notify the NNBA, Inc. of the

**(NNBA Form B)**

change and will be prohibited from sitting for the NNBA Bar exam until that requirement is fulfilled.

B. QUALIFICATIONS REQUIRED OF PERSONS WHO ARE ENROLLED MEMBERS OF ANY INDIAN TRIBE.

1. I am enrolled in a federally recognized Indian Tribe of the U.S., and have attached proof of enrollment to this affidavit, and certify to the accuracy of such proof; and

2. I am a graduate of one of the following (check the applicable line):

\_\_\_ a. A Law School;

\_\_\_ b. An accredited four-year institution and possess a Bachelor's Degree;

\_\_\_ c. A course of study approved by the Navajo Nation Bar Association, Inc.; or

\_\_\_ d. A paralegal training program, advocacy program, apprenticeship program or equivalent, which is certified by the Navajo Nation Bar Association, Inc.

8. If I am not a law school graduate, I will attend the NNBA, Inc. Bar Review course that is offered prior to the Bar Examination.

9. If I am successful in attaining a passing score on the Navajo Nation Bar Examination and fulfilling all requirements, I will become eligible for membership in the Navajo Nation Bar Association, Inc. and Admission to Practice Law in the Navajo Nation.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

State of \_\_\_\_\_)

:§§

County of \_\_\_\_\_)

SUBSCRIBED AND SWORN to me before the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**(NNBA Form B)**

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires:

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**(NNBA Form B)**

NAVAJO NATION BAR ASSOCIATION, INC.  
ADMISSIONS COMMITTEE

**PETITIONER'S APPLICATION**

1. **PERSONAL INFORMATION:**

- a. Petitioner's Full Name: \_\_\_\_\_
- b. Tribal Membership: \_\_\_\_\_ Census/Enrollment #: \_\_\_\_\_  
Attach proof of enrollment, such as an Enrollment Card or Certificate of Indian Blood.
- c. Social Security Number: \_\_\_\_\_
- d. Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_
- e. Place of Birth: \_\_\_\_\_
- f. Driver's License Number: \_\_\_\_\_ State: \_\_\_\_\_
- g. Parents' Names - Father: \_\_\_\_\_  
Mother: \_\_\_\_\_

2. **RESIDENCE:**

- a. Mailing Address: \_\_\_\_\_  
\_\_\_\_\_ Zip Code: \_\_\_\_\_
- b. Physical Place of Residence: List either street name and street address or  
directions to residence.  
\_\_\_\_\_  
Give dates you resided there: \_\_\_\_\_
- c. Telephone Number: (\_\_\_\_) \_\_\_\_\_ E-mail address: \_\_\_\_\_

3. **PRIOR RESIDENCE: (list each place of residence within the last five (5) years)**

\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_  
\_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

4. **PRESENT EMPLOYMENT:**

- a. Employer: \_\_\_\_\_
- b. Address: \_\_\_\_\_  
\_\_\_\_\_ Zip Code: \_\_\_\_\_
- c. Email Address: \_\_\_\_\_
- d. Employment Date: From \_\_\_\_\_ To \_\_\_\_\_
- e. Employer's Telephone Number: (\_\_\_\_\_) \_\_\_\_\_
- f. Supervisor's Name: \_\_\_\_\_

5. **PRIOR EMPLOYMENT:**

- a. Employer: \_\_\_\_\_
- b. Address: \_\_\_\_\_  
\_\_\_\_\_ Zip Code: \_\_\_\_\_
- c. Employment Date: From \_\_\_\_\_ To \_\_\_\_\_
- d. Employer's Telephone Number: (\_\_\_\_\_) \_\_\_\_\_
- e. Supervisor's Name: \_\_\_\_\_

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- a. Employer: \_\_\_\_\_
- b. Address: \_\_\_\_\_  
\_\_\_\_\_ Zip Code: \_\_\_\_\_

- c. Employment Date: From \_\_\_\_\_ To \_\_\_\_\_
- d. Employer's Telephone Number: (\_\_\_\_\_) \_\_\_\_\_
- e. Supervisor's Name: \_\_\_\_\_

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- a. Employer: \_\_\_\_\_
- b. Address: \_\_\_\_\_  
 \_\_\_\_\_ Zip Code: \_\_\_\_\_
- c. Employment Date: From \_\_\_\_\_ To \_\_\_\_\_
- d. Employer's Telephone Number: (\_\_\_\_\_) \_\_\_\_\_
- e. Supervisor's Name: \_\_\_\_\_

\*\*\*\*\*

- a. Employer: \_\_\_\_\_
- b. Address: \_\_\_\_\_  
 \_\_\_\_\_ Zip Code: \_\_\_\_\_
- c. Employment Date: From \_\_\_\_\_ To \_\_\_\_\_
- d. Employer's Telephone Number: (\_\_\_\_\_) \_\_\_\_\_
- e. Supervisor's Name: \_\_\_\_\_

**6. EDUCATION:**

- a. High School: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_  
 Attendance Dates: From: \_\_\_\_\_ To: \_\_\_\_\_
- b. List All College/Universities/Technical-Vocational Schools:  
 Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Attendance Dates: From: \_\_\_\_\_ To: \_\_\_\_\_

Did you graduate: \_\_\_\_\_ Degree/Certificate: \_\_\_\_\_

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Name of School: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Attendance Dates: From: \_\_\_\_\_ To: \_\_\_\_\_

Did you graduate: \_\_\_\_\_ Degree/Certificate: \_\_\_\_\_

**\*\*If necessary, use additional paper to list all Colleges, Universities, and Technical-Vocational Schools.**

c. Law School: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Attendance Dates: From: \_\_\_\_\_ To: \_\_\_\_\_

Did you graduate: \_\_\_\_\_ Degree/Certificate: \_\_\_\_\_

**\*\*If 7(A)(3) or 7 (B)(2)(a) on your Petitioner's Affidavit apply to you, you are required to attach a copy of your official Diploma or other proof of graduation from law school.**

d. NNBA Certified Advocacy Training Course: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Attendance Dates: From: \_\_\_\_\_ To: \_\_\_\_\_

Certificate received: \_\_\_\_\_

Instructor's Name: \_\_\_\_\_

**\*\*An official Certificate of Completion or other proof of successful completion of the Course must accompany this application.**

7. List all bar associations of which you are presently a member in good standing and dates of admission to practice:

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

8. Have you ever been suspended or disbarred from practice, reprimanded, censured or otherwise disciplined as an Attorney or Advocate or as a member of any other profession, such as nursing, medicine, or social work? If yes, state the dates of occurrence, the final disposition, and person handling the disciplinary action.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Have you held any judicial or political offices? If yes, state office held, when, where, and how long you served.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. Have you, in your individual capacity, been a party to or claimed an interest in any civil proceedings? If yes, explain when, the circumstances, and the outcome of the case.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. Have you been charged with fraud in any civil or criminal legal proceeding? If yes, explain when, the circumstances, and the outcome of the case.

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12. Have you filed for bankruptcy at any time, either alone or in association with others? If yes, explain when the circumstances, and the outcome of the case.

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13. Have you been convicted of a crime (other than minor traffic offenses) or been dishonorably discharged from the military service? If yes, explain when, the circumstances, and the outcome of the case.

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14. Do you consent to the jurisdiction of the Courts of the Navajo Nation and agree to fully abide by the Navajo Nation Model Rules of Professional Conduct which govern all Attorneys and Advocates practicing law before the Courts of the Navajo Nation?

Yes       No

I have carefully read and answered all the questions contained in this application fully and truthfully. I understand that my disclosure of any information may result in the denial of my application and/or subject me to any disciplinary action deemed proper.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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Signature

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Printed Name

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*President*

Kristina John  
*Vice-President*

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### NAVAJO NATION BAR ASSOCIATION, INC. ADMISSIONS COMMITTEE

#### LETTER OF RECOMMENDATION

TO:

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ADDRESS:

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Please be informed that \_\_\_\_\_, has filed an  
(applicant's name)

application for admission to practice law in the Navajo Nation. Please provide a written statement to the Admissions Committee of the Navajo Nation Bar Association, Inc. with information about the applicant's moral character and information you may have concerning the applicant's ability to practice law in the Navajo Nation.

The letters of recommendation must actually be received by the Navajo Nation Bar Association, Inc. **no later than 4:00 p.m., on July 29, 2010**, at the following address:

Navajo Nation Bar Association, Inc.  
Post Office Box 690  
Window Rock, Navajo Nation (AZ) 86515

**\*Applicant may copy this form and send to individuals who will recommend applicant for admission to the Navajo Nation Bar Association. Three letters of recommendation are required for each applicant. At least one letter of recommendation must be prepared by a current NNBA, Inc. member in good standing.**

(NNBA Form D)

NAVAJO NATION BAR ASSOCIATION, INC.  
ADMISSIONS COMMITTEE  
POST OFFICE BOX 690  
WINDOW ROCK, NAVAJO NATION (AZ) 86515

**AUTHORIZATION AND RELEASE**

I, (Name) \_\_\_\_\_,  
born at (City) \_\_\_\_\_, (State) \_\_\_\_\_,  
(Country) \_\_\_\_\_, on (Date) \_\_\_\_\_,

having filed an application for admission to the Navajo Nation Bar Association, Inc., hereby apply for a character report and consent to have an investigation made as to my moral character, professional reputation and fitness for the practice of law and such other information as may be received, all of which will be reported only to the admitting authority. I agree to give any further information which may be required concerning my past record. I understand that the contents of my character report are confidential.

I also authorize and request every person, firm, company, corporation, governmental agency, law enforcement agency, court, association or institution having control of any documents, records or other information pertaining to me, to furnish to the Navajo Nation Bar Association, Inc. any such information, including documents, records, bar association files regarding charges or complaints filed against me, including any complaints erased by law, whether formal or informal, pending or closed, or any other pertinent data; and to permit the Navajo Nation Bar Association, Inc. or any of its agents or representatives to inspect and make copies of such documents, records or other information. The records, however, will not include any information with respect to a juvenile offense.

I authorize the National Personnel Records Center, in St. Louis, MO or other custodian of my military record to release to the Navajo Nation Bar Association, Inc. information or photocopies from my military personnel and related medical records, or only the following information:

\_\_\_\_\_.

This may include a photocopy of my DD Form 214, Report of Separation.

**(NNBA Form E)**



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## NAVAJO NATION BAR ASSOCIATION, INC. ADMISSIONS COMMITTEE

### CHARACTER AND FITNESS REPORT

#### TO BE COMPLETED BY APPLICANT

Date Mailed: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Date of Admission: \_\_\_\_\_ Jurisdiction: \_\_\_\_\_

\*\*\*\*\*

#### To be completed by Character and Fitness office.

The Navajo Nation Bar Association, Inc. prepares character and fitness reports on applicants seeking admission to the bar. The NNBA, Inc. has been requested to prepare a report on

\_\_\_\_\_ who is applying for admission to the Navajo Nation Bar Association, Inc.

Please complete this form along with any additional information you may have concerning the applicant's fitness for the practice of law. The form must actually be received by the Navajo Nation Bar Association, Inc. **no later than 4:00 p.m., on July 29, 2010.**

**Exact date of admission to the bar:** \_\_\_\_\_

The admission was by: [ ] Examination [ ] Motion

Is the applicant an active member of your bar in good standing? [ ] Yes [ ] No

If your answer is "No" please provide explanation below.

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Have there been charges, complaints, or disciplinary proceedings against the applicant?

Yes    No

If you answered "Yes" please provide explanation below.

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If the applicant has not been admitted to your bar, has the applicant applied to sit for the upcoming bar exam?

Yes    No

If you answered "Yes" please provide the date that the applicant will be sitting for your exam.

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Name (Please Print)

Title

Signature

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Area Code/Telephone Number

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Date

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NAVAJO NATION BAR ASSOCIATION, INC.

ADMISSIONS COMMITTEE

## EMPLOYMENT REFERENCE CONFIRMATION

**\*Applicant should copy this form and distribute to all past and present employers listed in question 4 and 5 of Petitioner's Application (NNBA, Inc. Form C). Past and present employers shall complete, sign and return this form to the NNBA, Inc. (address above) so that it is received no later than 4:00 p.m., on July 29, 2010.**

Applicant's Name: \_\_\_\_\_

Your name has been supplied to the Admissions Committee of the Navajo Nation Bar Association, Inc. as a person with knowledge of the above named individual who has applied for admission to practice law in the Navajo Nation.

The Committee is required to investigate each applicant's moral character. The Committee realizes time constraints may not allow you to write a personal letter giving your frank evaluation of the applicant, therefore, the following Confidential Questionnaire is being made available to you. Please complete this form and return it to the Navajo Nation Bar Association, Inc, along with any additional information you may have concerning the applicant's fitness for the practice of law. You are asked to answer only from your own knowledge. The information that you provide is considered by the Committee to be confidential and the source of the information will not be disclosed to the applicant.

Thank you for your cooperation.

In answering questions 1-11 below, please mark the appropriate answer.

	<b>Yes</b>	<b>No</b>	<b>Unknown</b>
1. Do you know the applicant well?	[ ]	[ ]	[ ]
2. Are you related to the applicant?	[ ]	[ ]	[ ]

**(NNBA Form G)**

	<b>Yes</b>	<b>No</b>	<b>Unknown</b>
3. Has the applicant ever been asked to resign from this place of employment?	[ ]	[ ]	[ ]
4. Has the applicant ever been discharged from this place of employment?	[ ]	[ ]	[ ]
5. Has the applicant ever been arrested for or committed a violation of law while employed at this place of employment?	[ ]	[ ]	[ ]
6. Has the applicant engaged in fraudulent or deceitful conduct while employed at this place of employment?	[ ]	[ ]	[ ]
7. Has the applicant been a party to a lawsuit while employed at this place of employment?	[ ]	[ ]	[ ]
8. From your personal knowledge, do you believe the applicant has been diagnosed or treated for chemical dependency that would interfere with his/her ability to practice law?	[ ]	[ ]	[ ]
9. From your personal knowledge, do you believe the applicant has been diagnosed or treated for a medically recognized mental illness, disease or disorder that would interfere with his/her ability to practice law?	[ ]	[ ]	[ ]
10. Do you believe that the applicant is of good moral character and exhibits respect for honesty, fairness, and trustworthiness, and observes fiduciary responsibilities?	[ ]	[ ]	[ ]
11. On the basis of your knowledge of the applicant's moral character, do you unequivocally recommend the applicant for admission to practice law?	[ ]	[ ]	[ ]
12. How many years have you known the applicant? _____			

**(NNBA Form G)**

**IF YOU ANSWERED "YES" TO ANY OF THE QUESTIONS 2-9, PLEASE ANSWER THE APPROPRIATE QUESTION (S) BELOW.**

13. What is your relationship to the applicant?

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14. Please describe the circumstances surrounding any discharge or resignation from employment.

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15. Please describe the circumstances surrounding any such arrest or violation of the law.

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16. Please describe the fraudulent or deceitful conduct.

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17. Please describe the circumstances surrounding any lawsuit to which the applicant was a party.

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18. Please describe the chemical dependency.

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19. Please describe the medically recognized mental illness, disease or disorder.

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**IF YOU ANSWERED "NO" TO EITHER QUESTION 10 OR 11, PLEASE ANSWER QUESTION 20 BELOW.**

20. Please indicate the reasons for your "NO" answer to Question 10 and/or 11.

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Name (Please Print)

Title

Signature

---

Area Code/Telephone Number

---

Date