UNITED STATES COURT OF APPEALS FOR THE ELEVENTH CIRCUIT

Complaint of Judicial Misconduct or Disability Filing Instructions

Form and Statement of Facts
To file a Judicial Complaint or Disability, you may use the attached form or may submit a written document that includes the information described in Rule 6(b) of the Rules for Judicial-Conduct and Judicial-Disability Proceedings. The required statement of facts should not exceed 5 pages.

No Copies Required
Only the complaint, statement of facts, and any document(s) filed therewith must be filed with the Clerk. No additional copies are required.

Manner of Filing
Email: A complaint may be filed by emailing a PDF version of the complaint to Judicial_Complaints@ca11.uscourts.gov with the subject line "Complaint of Misconduct" or "Complaint of Disability."

Mail: A complaint may also be filed by delivering or mailing the original to:

> Clerk
> United States Court of Appeals
> 56 Forsyth Street, N.W.
> Atlanta, GA 30303

The envelope should be marked "Complaint of Misconduct" or "Complaint of Disability." The name of the subject judge must not appear on the envelope.

Receipt of Documents
Unless the complainant requests otherwise, if a complaint is filed by email the Clerk will send all materials under these rules to the complainant by email, and if a complaint is filed in paper the Clerk will send all materials to the complainant by regular mail.

Notification of Change of Address
Until a complaint matter is concluded, the complainant has a continuing obligation to notify the Clerk's Office if his or her email or mailing address changes. A change of address notification submitted in any case or appeal the complainant may have with this Court is not sufficient. A notification of change of address must be sent to the Clerk's Office at the email or mailing address listed above, and the subject line or envelope must be marked "Complaint of Misconduct" or "Complaint of Disability."

Judicial Council of the _____ Circuit

COMPLAINT OF JUDICIAL MISCONDUCT OR DISABILITY

To begin the complaint process, complete this form and prepare the brief statement of facts described in item 4 (below). The RULES FOR JUDICIAL-CONDUCT AND JUDICIAL-DISABILITY PROCEEDINGS, adopted by the Judicial Conference of the United States, contain information on what to include in a complaint (Rule 6), where to file a complaint (Rule 7), and other important matters. The Rules are available in federal court clerks' offices, on individual federal courts' websites, and on www.uscourts.gov.

Your complaint (this form and the statement of facts) should be typewritten and must be legible. For the number of copies to file, consult the local rules or clerk's office of the court in which your complaint is required to be filed. Enclose each copy of the complaint in an envelope marked "COMPLAINT OF MISCONDUCT" or "COMPLAINT OF DISABILITY" and submit it to the appropriate clerk of court. **Do not put the name of any judge on the envelope.**

1. Name of Complainant: _____

   Contact Address:

   Daytime telephone: (_____) _____

2. Name(s) of Judge(s): _____

   Court: _____

3. Does this complaint concern the behavior of the judge(s) in a particular lawsuit or lawsuits?

   ☐ Yes   ☐ No

   If "yes," give the following information about each lawsuit:

   Court: _____

   Case Number: _____

   Docket number of any appeal to the _____ Circuit: _____

   Are (were) you a party or lawyer in the lawsuit?

   ☐ Party   ☐ Lawyer   ☐ Neither

   If you are (were) a party and have (had) a lawyer, give the lawyer's name, address, and telephone number:

   _____

Judicial Council of the _____ Circuit

COMPLAINT OF JUDICIAL MISCONDUCT OR DISABILITY

4. **Brief Statement of Facts.** Attach a brief statement of the specific facts on which the claim of judicial misconduct or disability is based. Include what happened, when and where it happened, and any information that would help an investigator check the facts. If the complaint alleges judicial disability, also include any additional facts that form the basis of that allegation.

5. **Declaration and signature:**

I declare under penalty of perjury that the statements made in this complaint are true and correct to the best of my knowledge.

Signature: _____   Date: _____