



FOR PARTICIPANTS IN THE 2026 MBA MASS SWEARING-IN APPLICATION FOR ADMISSION TO THE BAR

Overview

This application is for individuals participating in the Memphis Bar Association's mass swearing-in ceremony on **March 31, 2026**. Pursuant to Local Rule 83.4 (Attorneys – Admission), all applicants must meet the eligibility requirements and provide all required documentation before being admitted to practice in the United States District Court for the Western District of Tennessee.

Required Forms

Applicants must complete the following forms, with all fields typed:

1. Application for Admission to the Bar

- Enter the applicant's name exactly as it should appear on the admission certificate.
- If naming a sponsor for the order of admission, enter their name on the second page; otherwise leave the line blank.

2. Credit Card Authorization Form

- Required to process the \$249 attorney admission fee.
- All payment fields must be completed for processing.

Submission Process

After completing both forms, **applicants must fax them together** to the Clerk's Office at: **(901) 521-4000**.

Important: Faxing both forms together will ensure seamless processing of the application.

Questions

For assistance or clarification, please contact the Clerk's Office Admissions Clerk at: admissions@tnwd.uscourts.gov.



APPLICATION FOR ADMISSION TO THE BAR FOR PARTICIPANTS IN THE 2026 MBA MASS SWEARING-IN

Please type responses in all fields. If naming a sponsor, please enter their name in the appropriate box below; otherwise leave the line blank. **Please fax the application and the credit card authorization form to the Clerk's Office at (901) 521-4000 to pay the \$249 fee.** For questions, email admissions@tnwd.uscourts.gov.

APPLICANT NAME <i>(As it should appear on the admission certificate)</i>		
LIST THE JURISDICTION WHERE YOU ARE LICENSED TO PRACTICE		
STATE	DATE OF ADMISSION	BAR NUMBER
HOME ADDRESS		
CITY	STATE	ZIP CODE
NAME OF FIRM		
BUSINESS ADDRESS		
CITY	STATE	ZIP CODE
CONTACT INFORMATION		
OFFICE PHONE	CELL PHONE	EMAIL ADDRESS
SPONSOR'S NAME	BAR NO.	
APPLICANT SIGNATURE <i>(Digital or s/ signature is acceptable)</i>	DATE SIGNED	



**UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF TENNESSEE**

**CREDIT CARD AUTHORIZATION FORM
FOR PARTICIPANTS IN THE 2026 MBA MASS SWEARING-IN**

By completing this form, you authorize the U.S. District Court for the Western District of Tennessee to charge the credit card listed below for the selected fees. Please type responses in all fields. Your payment information will be used only for this transaction and will be securely maintained and destroyed by the Clerk's Office. **Please fax the completed form and your application to the Clerk's Office at (901) 521-4000.** For questions, please email admissions@tnwd.uscourts.gov.

REQUESTOR INFORMATION

All fields should be completed accurately to ensure the Clerk's Office can reach you if clarification is needed.

FULL NAME	
PHONE NUMBER	
EMAIL ADDRESS	

PAYMENT

Provide the credit card information needed to process your payment.

CARD TYPE (select one)	<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover
NAME AS LISTED ON CARD	
BILLING ADDRESS <i>(including city, state, zip code)</i>	
CARD NUMBER	
EXPIRATION DATE (MM/YY)	
SECURITY CODE (CVV)	

PURPOSE OF PAYMENT

ATTORNEY ADMISSION FEE	\$249.00
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AUTHORIZATION

I authorize the U.S. District Court for the Western District of Tennessee to charge the credit card listed above for the fees indicated on this form. I understand that incomplete or inaccurate information may delay processing.
I certify that I am the cardholder or an authorized user of this card.

SIGNATURE	DATE
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Please fax the completed form and your application to the Clerk's Office at (901) 521-4000.

CLERK'S OFFICE USE ONLY		
PROCESSED BY	DATE	RECEIPT NO.