



## United States District Court Eastern District of Washington

# ATTORNEY NEWSLETTER

*Tips for effective practice in the Eastern District*

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### **YOUR DAY IN COURT - *Strengthening Courtroom Decorum and Practices***

#### **Greeting Judges**

When encountering a Judge outside of the courtroom (i.e. in public areas or while they are leaving the courthouse), a general courteous greeting omitting their name and title is recommended. A salutation such as, "Hello Judge," alerts members of the public in the area that they are, in fact, a Federal Judge. No safety measure is too minor to matter.

#### **Motion Practice**

Need to continue a hearing? Filing the continuance prior to the hearing itself allows for maximum efficiency in scheduling. Judges and staff, especially those travelling to the hearing location, value proper motion practice that enables their hearing schedule to be as accurate as possible.

#### **Resources**

Serving as Criminal Justice Act (CJA) Counsel with policy questions pertaining to that service? Policies, guidance and resources are available for CJA Panel Attorneys on the Court's public website at [www.waed.uscourts.gov/criminal-justice-act](http://www.waed.uscourts.gov/criminal-justice-act). In addition, technical review and billing questions can be addressed to the CJA Administrator, Morgan Reid, at [morgan\\_reid@waed.uscourts.gov](mailto:morgan_reid@waed.uscourts.gov), or 509-458-3423.

### **FREQUENT FILER - *Tips for Success with Electronic Filing***

#### **Spanish Filings**

When submitting or filing paperwork in Spanish, such as a correspondence to the Court, be certain to include a version that has been translated into the English language.

#### **Attorney's Bar Status**

Searches to determine an attorney's bar status and/or authority to practice before the judges of the Eastern District of Washington may now be conducted directly from the Court's public website. The Court's new *Attorney Status Look-up* feature allows a search to be conducted using either attorney name or Bar Number, and may be accessed by clicking *For Attorneys > Attorney Admissions > Attorney Status Look-up* from the main page of the Court's Public Website OR accessed directly by clicking [here](#).

For additional information, or if you believe that the search results are not accurate, please contact the CM/ECF Help Desk at (866) 236-5100.

Note that the Court's local rules require attorneys admitted to practice before the Court to keep their contact information up to date. Please refer to the Attorney Admissions page on the Court's website (<http://www.waed.uscourts.gov/attorney-admissions>) for instructions on how to do so.

### **DID YOU KNOW?**

#### *Number of Naturalizations in the Eastern District*

1,396 new citizens were naturalized for calendar year 2018 in the Eastern District of Washington. In calendar year 2017, the Court naturalized 1,292 new citizens.

**Questions: Contact the ECF Help Desk at 1-866-236-5100**

