

**REQUEST FOR REFERRAL TO
FIFTEENTH JUDICIAL CIRCUIT PROFESSIONALISM PANEL**

Important: Please read the instructions on the next page. Failure to follow the instructions may result in your request's being returned for correction or being rejected.

A. Your Information:

Name: _____

Address: _____

E-mail address: _____

Telephone no.: _____

B. Lawyer or Staff Person Complained About:

Name of lawyer: _____

Name of staff person: _____

Firm name: _____

Address: _____

C. Nature of Conduct Complained of (*check all that apply*):

- | | |
|--|--|
| <input type="checkbox"/> Dishonesty, lack of candor | <input type="checkbox"/> Rude, discourteous, disrespectful, uncivil |
| <input type="checkbox"/> Unfair or dilatory tactics | <input type="checkbox"/> Bullying, badgering, abusive, insulting |
| <input type="checkbox"/> Disruptive in court or other proceeding | <input type="checkbox"/> Profanity, obscene gestures, facial expressions |
| <input type="checkbox"/> Disorganized/unprepared | <input type="checkbox"/> Lack of decorum |
| | <input type="checkbox"/> Other |

Did the conduct occur in connection with litigation? Yes No. If yes:

Case caption: _____

Court: _____ Case No. _____

D. Specific Conduct. The specific conduct complained of is described on the attached sheet(s).

E. Declaration, Request, and Signature. By signing below, I declare that I believe in good faith that the information that I am providing is true and complete, and I request that this matter be referred to the Fifteenth Judicial Circuit Professionalism Panel.

Date: _____

INSTRUCTIONS FOR REFERRAL FORM

Please read these instructions carefully before completing the referral form. If the form is not properly completed, it may be returned for correction or rejected.

Purpose: The Fifteenth Judicial Circuit Professionalism Panel was established by Fifteenth Judicial Circuit Administrative Order 2.105-6/13 pursuant to directive of the Supreme Court of Florida issued on June 6, 2013 (Case No. SC13-688). Its purpose is to meet with attorneys who have conducted themselves in a manner inconsistent with The Florida Bar Professionalism Expectations or the Palm Beach County Bar Association Standards of Professional Courtesy and Civility to discuss their conduct and counsel them to avoid such conduct in the future.¹ The Panel has no authority to discipline attorneys or to compel an attorney to appear before it. Likewise, neither the Panel nor the Palm Beach County Bar Association can intervene on your behalf in a civil or criminal case or give you legal advice.

Completion of Form: Please submit no more than **ten pages**, including the referral form and attachments. Do not include this instruction page. You may indicate that additional evidence or exhibits are available upon request. Please type or print legibly, using only black typeface or ink.

Conduct in Question: Describe in detail the conduct about which you are complaining, supplying dates where possible. Please be aware that simply alleging conclusions unsupported by facts may result in the rejection of your request or a delay in its disposition.

Signature: You must sign the form where indicated. Unsigned forms will be returned for signature.

Submission of Form: Please e-mail your completed form and accompanying pages to Alexcia Cox, Local Professionalism Panel Chair, at AlexciaCox.LPPChair@gmail.com

Thank you for your interest in promoting the professionalism of attorneys in this circuit.

¹ The Florida Bar Professionalism Expectations are available at <https://www.floridabar.org/wp-content/uploads/2017/04/professionalism-expectations.pdf>. The Palm Beach County Bar Association Standards of Professional Courtesy and Civility are available at <http://www.palmbeachbar.org/standards-of-professional-courtesy/>.