

ADDENDUM 3A | RULES FOR JUDICIAL CONDUCT AND JUDICIAL DISABILITY PROCEEDINGS

11th Cir. JCDR 6.1 Form. Complaints may be filed on the form contained in the Appendix to these Rules, and available from these other sources:

- on the court's web site at www.ca11.uscourts.gov;
- by telephoning the court's Clerk's Office at 404-335-6577;
- by visiting or writing to the court's Clerk's Office at the address shown in 11th Cir. JCDR 6.6; or
- from the clerk of any district court or bankruptcy court within the Eleventh Circuit.

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11th Cir. JCDR 6.2 Statement of Facts: Length; Format. The required statement of facts should be attached to the complaint form, and should not exceed five (5) pages. To assure legibility, the statement of facts should conform to the following technical requirements:

- 8½ x 11 inch paper;
- Only one side of the paper should be used;
- The text should be double-spaced, but quotations more than two lines long may be indented and single-spaced; headings and footnotes may be single-spaced;
- Margins should be at least one inch on all four sides; page numbers may appear in the margins but no text should appear there;
- If typed, either a proportionally spaced or monospaced typeface may be used; a proportionally spaced typeface should be 14-point or larger; a monospaced typeface should not contain more than 10½ characters per inch.

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11th Cir. JCDR 6.3 Submission of Documents. Documents referred to in the statement of facts may be filed with the complaint. The statement should cite the page(s) of such document(s) that the complainant deems pertinent to the allegations of the complaint.



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11th Cir. JCDR 6.4 Number of Copies. Four copies each of the complaint, statement of facts, and any document(s) filed therewith must be filed with the Clerk.

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11th Cir. JCDR 6.5 Anonymous Complaints. An anonymous complaint will not be accepted for filing by the Clerk. Nevertheless, the Clerk will forward such a complaint to the Chief Judge.

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11th Cir. JCDR 6.6 Place of Filing. A complaint must be delivered or mailed in an envelope to:

Clerk
United States Court of Appeals
56 Forsyth Street, N.W.
Atlanta, Georgia 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.

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11th Cir. JCDR 6.7 Supplementation. Once filed, a complaint may not be supplemented or modified by additional statements or documents unless authorized by order of the Chief Judge.

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11th Cir. JCDR 6.8 No Filing Fee. There is no filing fee for a complaint of misconduct or disability.

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11th Cir. JCDR 8.1 Receipt of Complaint Not in Proper Form. Upon receipt of a complaint not filed in the form required by the Rules for Judicial-Conduct and Judicial-Disability Proceedings adopted by the Judicial Conference of the United States, the Clerk shall return the complaint to the complainant and explain why it was returned.

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11th Cir. JCDR 18.1 Petition for Review: Length; Format. The petition should not exceed five (5) pages, and should not include attachments. To assure legibility, the petition should conform to the following technical requirements:

- 8½ x 11 inch paper;
- Only one side of the paper should be used;
- The text should be double-spaced, but quotations more than two lines long may be indented and single-spaced; headings and footnotes may be single-spaced;
- Margins should be at least one inch on all four sides; page numbers may appear in the margins but no text should appear there;
- If typed, either a proportionally spaced or monospaced typeface may be used; a proportionally spaced typeface should be 14-point or larger; a monospaced typeface should not contain more than 10½ characters per inch.

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11th Cir. JCDR 18.2 Place of Filing. A petition for review must be delivered or mailed in an envelope to:

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

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

