

IN THE UNITED STATES DISTRICT COURT  
FOR THE WESTERN DISTRICT OF TENNESSEE

FILED BY [Signature] D.C.  
93 JUN 17 PM 3:02

IN RE:

ENTRY OF NOTICE OF APPEARANCE

ADMINISTRATIVE ORDER NO. 93-3  
CLERK, U.S. DIST. CT.  
W. D. OF TN, MEMPHIS

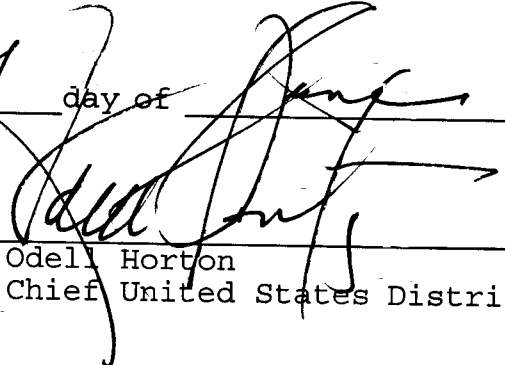
To assure respective counsel are appropriately notified in all matters pending in the district, and in order to ascertain a complete and accurate record of the representation of all parties and the attorneys practicing before the court, it is required that formal, written Notices of Entry of Appearance be filed by counsel in all actions before the court. This requirement is applicable to private practitioners, as well as attorneys for the United States, its agencies, and attorneys in the Office of the Federal Public Defender. Therefore, it is

ORDERED, that all attorneys appearing before any judicial officer of the United States District Court for the Western District of Tennessee shall file written Notice of Appearances declarative as to counsel of record. Consistent with Local Rule 1 (c), such notices must be filed within four days of the appointment of counsel or, for attorneys of the United States Attorney's Office, within four days of the return of the indictment, or the initial appearance of the defendant in the case, or the unsealing of the indictment, whichever occurs last. All Notices of Appearance must bear a certificate of service to opposing counsel. This applies equally to attorneys appearing as substitute counsel or co-counsel, if they will be trying the case. The requirement does not apply to counsel appearing only for selected hearings. In

any case filed on behalf of the United States, a Notice of Appearance by an Assistant United States Attorney shall be filed indicating the name of the assistant to whom the case is assigned for trial.

DONE and ORDERED this 17 day of June, 1993.

FOR THE COURT:

  
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Odell Horton  
Chief United States District Judge