



**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF VENTURA**

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**Application to Serve as Temporary Judge or  
Settlement (MSC) Officer**

Please return completed Application to: Ventura Superior Court  
Attn: Michael Mayer  
800 S. Victoria Avenue  
Ventura, CA 93009  
[TempJudge@ventura.courts.ca.gov](mailto:TempJudge@ventura.courts.ca.gov)

**1. Contact Information**

- a. Name: \_\_\_\_\_
- b. California State Bar number: \_\_\_\_\_
- c. Business address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_
- Mailing address (*if different*): \_\_\_\_\_
- d. E-mail Address: \_\_\_\_\_
- e. Telephone Numbers:  
Office: \_\_\_\_\_ Cell: \_\_\_\_\_

**2. Availability/Interest**

- a. I can serve at:  
 Hall of Justice (Ventura)  Juvenile Courthouse (Oxnard)  East County Courthouse (Simi Valley)
- b. I am available to serve as follows:  
 Morning  Afternoon  
 Monday  Tuesday  Wednesday  Thursday  Friday
- c. I am interested in hearing:  
 Civil  Small Claims  Unlawful Detainers  
 Family Law  Probate  Mandatory Settlement Conferences (MSCs)
- d. I am not available to serve as follows (*describe and explain*):  
\_\_\_\_\_  
\_\_\_\_\_

**3. Professional and Personal Qualifications**

- a. Date of admission to the State Bar of California: \_\_\_\_\_
- b. Years of active Membership: \_\_\_\_\_
- c.  I am also admitted to practice law in the states listed below:  
State: \_\_\_\_\_ Date Admitted: \_\_\_\_\_ Bar #: \_\_\_\_\_ Years of Active Membership: \_\_\_\_\_  
State: \_\_\_\_\_ Date Admitted: \_\_\_\_\_ Bar #: \_\_\_\_\_ Years of Active Membership: \_\_\_\_\_
- d. Are you in good standing in each state where you are licensed to practice law?  Yes  No  
(*If no, provide an explanation in Attachment 3c.*)

Your name: \_\_\_\_\_ State Bar Number: \_\_\_\_\_

e.  I am certified as a specialist by the State Bar of California Board of Legal Specialization or by an organization whose certification program has been accredited by the State Bar of California.

Areas of specialization: \_\_\_\_\_

f.  I am certified as a legal specialist by other states or organizations as follows (*specify*):

Areas of specialization: \_\_\_\_\_

g. Have you ever been disciplined by the State Bar of California or by a bar association or other professional licensing entity in any state or by a court of record, including being sanctioned or held in contempt?

Yes  No

h. Do you have any disciplinary action pending against you by the State Bar of California or by a bar association or other professional licensing agency in any state or by a court of record, including any proceeding for the imposition of sanctions or for contempt?

Yes  No

i. Have you ever been convicted or pleaded no contest to a felony or misdemeanor?

Yes  No

j. Are you a defendant in any pending felony or misdemeanor proceeding?

Yes  No

k. Have you ever been a party to any legal proceeding?

Yes  No

(*If you answered yes to questions 3g, h, i, j, or k provide additional information in an Attachment.*)

#### 4. Practical Experience

a. The principal portion of my law practice in California is in the following courts (*specify state and federal courts, including trial and appellate courts, if applicable*):

\_\_\_\_\_

b. I currently practice in the following areas of law (*list each subject area of law that occupies at least 10 percent of your time*):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

c. How often do you appear in our Court?

\_\_\_\_\_ Times per  Week  Month  Year

d. Do you hold yourself out publicly as representing exclusively one side in any area of litigation practice?

Yes  No (*If yes, provide the following information*):

Area of PracticeSide Represented

e. Do you represent one side in more than 90 percent of your cases in any area of litigation practice?

Yes  No *(If yes, provide the following information):*

Area of PracticeSide Represented

## 5. Experience as a Temporary Judge or Settlement (MSC) Officer

a. Have you ever previously served as a temporary judge?  Yes  No  
*(If yes, describe in Attachment 5a your prior service, including the names of the courts and the locations where you served, the approximate number and types of matters heard, and the approximate dates of service.)*

b. Have you ever been removed by a court as temporary judge?  Yes  No  
*(If yes, describe the circumstances in Attachment 5b, including the court, the date you were removed, and the reasons for your removal.)*

c. Have you ever previously served as a Settlement (MSC) Officer?  Yes  No  
*(If yes, describe in Attachment 5c your prior service, including the names of the courts and the locations where you served, the approximate number heard, and the approximate dates of service.)*

d. Have you ever been removed by a court as a Settlement (MSC) Officer?  Yes  No  
*(If yes, describe the circumstances in Attachment 5b, including the court, the date you were removed, and the reasons for your removal.)*

## 6. Training *(not applicable to Settlement (MSC) Officers)*

All Temporary Judges must take Bench Conduct and Demeanor (in- person) and Judicial Ethics. Temporary judges must also be trained in the subject areas in which they will preside (at least 3 hours). For any training you have completed, attach copies of certificates of completion that identify the subject matter, the date(s), the duration of the training, the name of the court or other training provider:

a.  Bench Conduct and Demeanor *(completed on):* \_\_\_\_\_

b.  Judicial Ethics *(completed on):* \_\_\_\_\_

c.  Small Claims - Consumer & Substantive *(completed on):* \_\_\_\_\_

d.  Small Claims - Procedures & Practices *(completed on):* \_\_\_\_\_

e.  Civil *(completed on):* \_\_\_\_\_

f.  Probate *(completed on):* \_\_\_\_\_

g.  Family Law *(completed on):* \_\_\_\_\_

Your name: \_\_\_\_\_ State Bar Number: \_\_\_\_\_

h.  Unlawful Detainer (*completed on*): \_\_\_\_\_

Note: Pursuant to California Rules of Court, rule 2.813, the Court may accept MCLE approved courses to satisfy the training requirements.

## 7. Additional Information

Please respond to the following, if applicable:

a. The following information concerning any circumstances or conditions that would adversely affect or limit my ability to serve as a temporary judge or settlement (MSC) officer:

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Continued in Attachment 7a.

b. Any facts concerning my background that may reflect positively or negatively on me or that should be disclosed to the Court:

Continued in Attachment 7b.

## 8. Contact Persons

It may be necessary to contact you regarding matters on which you have been involved as a temporary judge or settlement (MSC) officer. Please list two individuals who will **always** know your whereabouts.

a. Name: \_\_\_\_\_

Business Address:

Business Telephone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Your name: \_\_\_\_\_ State Bar Number: \_\_\_\_\_

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b. Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Telephone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

## 9. References

List two or more judicial officers who are familiar with your work:

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- 10.** I understand and acknowledge that the selection and appointment of a temporary judge or settlement (MSC) officer is solely at the discretion of the court for the purpose of assisting the public and does not constitute an employment relationship.
- 11.** If applying as a temporary judge, I am aware of and will comply with all provisions of the Code of Judicial Ethics and the California Rules of Court concerning temporary judges.
- 12.** I understand and acknowledge that if I am appointed as a temporary judge I have a continuing duty to disclose to the Court any material changes to the facts or circumstances presented in my application.
- 13.** I understand that the Court may conduct a background check in order to determine eligibility to serve as either a temporary judge or settlement (MSC) officer.

I declare under penalty of perjury under the laws of the State of California that the foregoing, including statements made in all attachments, is true and correct. I understand that any misstatement or omission of material fact may disqualify me from serving as a temporary judge or settlement (MSC) officer in this court.

Date: \_\_\_\_\_

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(TYPE OR PRINT NAME OF APPLICANT)

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(SIGNATURE OF APPLICANT)

*(This application is not complete unless the Waiver and Authorization for Release of Information on the next page is signed by the applicant.)*

Your name: \_\_\_\_\_ State Bar Number: \_\_\_\_\_

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## **WAIVER AND AUTHORIZATION FOR RELEASE OF INFORMATION**

I have applied to be appointed as a temporary judge in the Superior Court of California, County of Ventura. I hereby authorize the State Bar of California and the attorney-licensing authority in any other state where I am admitted to practice law to release to an authorized representative of the Court information regarding the following matters:

- (1) whether I am in good standing or am otherwise authorized to practice law as a member of the State Bar of California or as an attorney in any other state where I am admitted to practice law;
- (2) whether I have a record of discipline with the State Bar of California or with the licensing authority for attorneys in any other state where I am admitted to practice law; and
- (3) whether any disciplinary investigation or proceeding is pending against me by the State Bar of California or by the licensing authority for attorneys in any other state where I am admitted to practice law.

Date: \_\_\_\_\_

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(TYPE OR PRINT NAME OF APPLICANT)

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(SIGNATURE OF APPLICANT)

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(CALIFORNIA BAR NUMBER OF APPLICANT)