

**Administrative Law**  
Subject Matter Application  
(Rev 5/14/2013)

Name: (please print) \_\_\_\_\_

Are you Board Certified in Administrative Law? \_\_\_ yes      \_\_\_ no

If yes, you are not required to provide case names or proof of prior experience. Please indicate the areas you wish to receive referrals.

Please list the agencies and boards with which you work. Attach separate sheet if needed.

**Where required, please provide a typed list of cases handled including case name, cause number, party names, year of disposition, brief description of case type and resolution.**

Within the last three (3) years I have handled or participated in at least three (3) out of the twelve (12) following agency proceedings. (please check)

- Formal rulemaking proceeding
- Judicial appeal of contested case proceeding
- Court appearance concerning suit with agency other than appeal of contested case proceeding
- Agency informal settlement conference
- Permit or license application or contest
- Represented a client before an administrative agency or agency staff concerning obtaining formal or informal advice or guidance
- Represented a client concerning defense of threatened or actual initiation of charges of violation of agency enabling acts or implementing rules
- Presented a professional seminar or article concerning administrative law
- Mediation or arbitration concerning administrative law
- Pre-trial discovery in an administrative contested case proceeding
- Pre-hearing conference in an administrative contested case proceeding
- Contested case hearing before administrative law judge or agency board

Please list 3 agency proceedings within in the same areas you have marked above.

<u>Case Name</u>	<u>Forum</u>	<u>Type of Proceeding</u>	<u>Date Initiated</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

VA hearings (must have handled 3 VA cases within the last 3 years) - List case information:

<u>Case Name &amp; No.</u>	<u>Forum</u>	<u>Type of Proceeding</u>	<u>Date Initiated</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Environmental/natural resources/water (not oil/gas)       Federal  
 State  
 Local

Land use/construction/zoning  
 Municipal/local government  
 Occupational/Non-Occupational Disability (ERS, TRS)  
 Professional licensing agencies  
 Regulatory agencies  
 School Law (focus is on representing teachers, students, parents)

Social Security appeals (must have handled 25 SSI/SSDI disability cases within the past two (2) years).

Indicate the type of SS matters you will handle:      application for benefits \_\_\_\_\_  
reduction of benefits \_\_\_\_\_  
denial of benefits \_\_\_\_\_

List case information within the past 3 years:

<u>Case Name &amp; No.</u> (if public info)	<u>Forum</u>	<u>Type of Proceeding</u>	<u>Date Initiated</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Utilities       water/wastewater  
 electric  
 gas  
 phone  
 cable

Please indicate any special practice areas: \_\_\_\_\_  
\_\_\_\_\_

I certify that 20% of my practice is in administrative law and have disclosed this percentage on my application for malpractice insurance. I have fifteen (15) hours of CLE in administrative law in the past three (3) years. I practice and am qualified to accept administrative law cases and I meet the membership requirements for receiving referrals from LRS in this area and will maintain compliance with the requirements as long as I accept these referrals.

Date \_\_\_\_\_ Signature \_\_\_\_\_