

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF NEW YORK



2026 CJA APPLICATION INSTRUCTIONS
FOR APPOINTMENT TO THE PANEL OF ATTORNEYS
UNDER THE CRIMINAL JUSTICE ACT OF 1964

INSTRUCTIONS – PLEASE READ AND FOLLOW ALL STEPS

This application and all supporting materials must be submitted electronically as one combined PDF file. The application must be signed.

1. Collect the following required attachments. Supplement with additional pages as needed and combine all attachments into one PDF.
 - (a) Resume that includes, at a minimum, college, law school and any post-law school employment; and
 - (b) Writing samples in the following order of preference. Note that at least two submissions are preferred.
 - (1) Most recent federal sentencing submission and most recent federal substantive motion on behalf of a defendant; or
 - (2) Two recent (preferably within the past year) substantive submissions in a criminal case; or
 - (3) A recent (preferably within the past year) submission from any case.

Do not include any attachments that contain the following:

- **Sealed filings**
- **Personal medical information**
- **Personal identifiers such as a social security number**
- **Reference to any cooperating witness including names**
- **Name of a minor child or victim**
- **Information that reveals attorney-client confidences**

Unless necessary, please omit any exhibits to the writing samples when submitting your application. If your writing samples have been authored by more than one person, please indicate which portions reflect primarily your work.

2. Complete all fields of this application. Save the application as a PDF file.
3. Combine all attachments and the application into one PDF file. Sign the application at this stage and save the PDF using this naming convention: Lastname.Firstname.2026.pdf.
4. Submit the PDF via this link: <https://edny.app.box.com/f/c2a2e1ea63c34b19b085012193996f8e>