

# Admission Ceremony Memo

To: New Members of the Alabama State Bar

From: Warner Hornsby  
Alabama State Bar Young Lawyers' Section  
Admission Ceremony Chair

Re: Fall 2021 Admission Ceremony  
Thursday, October 28, 2021

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CONGRATULATIONS AND WELCOME TO THE ALABAMA STATE BAR! On behalf of the Young Lawyers' Section of the Alabama State Bar, please accept our best wishes as you embark on what we hope will be a long and successful legal career.

A formal Admission Ceremony will be held in your honor on **Thursday, October 28, 2021**, at the Montgomery Performing Arts Centre in Montgomery, Alabama. For driving directions, please visit MPAC online at <http://www.mpaconline.org/location/> or call (334) 481-5100. The Ceremony is a wonderful chance for you to share your achievement with your friends and family, as well as a chance for you to make new friends and meet potential future colleagues. The Supreme Court of Alabama, Alabama Court of Civil Appeals, and Alabama Court of Criminal Appeals will all participate in what we hope and expect will be an informational and inspirational ceremony.

You should plan to arrive in downtown Montgomery prior to 8:30 A.M. to secure a parking space. The Renaissance Montgomery Hotel & Spa, which is connected to the Montgomery Performing Arts Centre, has a parking deck conveniently located for you to use for the day. Alternatively, metered parking is also available on the streets adjacent to the Montgomery Performing Arts Centre. For those who will be arriving from out-of-town and need hotel accommodations, we would recommend that you visit the Renaissance Montgomery Hotel & Spa's website ([www.renaissancemontgomery.com](http://www.renaissancemontgomery.com)) to make reservations, or you can call (877) 545-0311 for more information. Alternatively, there is an Embassy Suites and a Hampton Inn & Suites that are both located just across from the Montgomery Performing Arts Centre.

**Registration will begin at 8:30 A.M. on the day of the Ceremony.** At that time you may register for the Ceremony, check in with the Clerk of the Supreme Court of Alabama, register with any or all the three federal court clerk's offices, and pick up your ceremony program. Also prior to the ceremony, Village Photographers will have a table set up where you can sign up for photographs that will be taken during the Ceremony.

There will be several vendors and sponsors present who will have information on and giveaways of their products and/or services. We encourage each of you to visit our sponsors and vendors before, during (at the break), and after the Ceremony. **The Ceremony will commence promptly at 9:30 A.M. and will end shortly before noon.**

Immediately following the Ceremony, there will be a group photograph of all new admittees taken in the lobby of the Montgomery Performing Arts Centre. The group photograph will be published in *The Alabama Lawyer* magazine, and the always popular “Lawyers in the Family” photos will also be taken at that same time. Thus, if you have other lawyers in your family who are in attendance and who you wish to have included in your “Lawyers in the Family” photograph for the magazine, please make plans for those family members to stay with you after the Ceremony for those pictures.

#### ❖ **Participation and Registration Fee Information**

To participate in the Ceremony, each admittee must register and pay a \$50.00 non-refundable registration fee. This fee is separate from the fee for your formal certificate of admission (more details below) and any admission fees charged by the federal courts (again, those fees are only for admission to those specific courts).

To register, please complete and return the attached form according to the instructions on the form. You only need to register and pay if you are planning on attending the Ceremony. **Also, please note the Ceremony registration deadline of Friday, October 22, 2021.**

#### ❖ **Formal Certificates of Admission**

You may request to receive a formal certificate of admission at the Ceremony. The certificate of admission is signed by the Justices of the Supreme Court of Alabama and issued by the Clerk of the Court. This certificate is separate and apart from certificates of good standing and any other certificates you may receive from the Alabama State Bar. You may submit your certificate request and payment either electronically or by mail by following the instructions on the Court’s website at [judicial.alabama.gov/appellate/certificates](http://judicial.alabama.gov/appellate/certificates). Please be sure to indicate whether you wish to receive your certificate of admission at the Ceremony under the “Additional Comments” section in your request. To ensure your certificate of admission is available for pick-up at the Ceremony, both your request and your payment must be received by the Office of the Clerk of the Supreme Court of Alabama by **Friday, October 22, 2021**.

#### ❖ **Admission to the United States District Courts**

In addition, and as part of the Ceremony, you have the opportunity to be admitted to the United States District Courts for the Northern, Middle, and Southern Districts of Alabama. Registrations and admission into one or all the federal courts is not required, but if you expect or intend to practice in any of the Alabama federal courts, this is the most efficient way to be admitted into each. If you would like to be admitted into any or all the courts, you can download the necessary forms at the following links:

[United States District Court for the Northern District of Alabama](#)

[United States District Court for the Middle District of Alabama](#)

[United States District Court for the Southern District of Alabama](#)

**To ensure an efficient registration process, we ask that you please have the forms completed and your checks properly made payable to each court you intend to be admitted into prior to the morning of the Ceremony.** You do not have to be admitted to

any of the federal courts to participate in the Ceremony, as it is provided solely as a convenience to you. We will have attorneys available the day of the Ceremony to sign admission motions in the event your motion has not been fully completed.

In closing, on behalf of the Alabama State Bar Young Lawyers' Section, we offer you heartfelt congratulations on your achievement of being admitted to the Alabama State Bar, and we wish you continued success throughout your legal career. Should you have any questions, please feel free to contact Warner Hornsby at (334) 269-2343. We look forward to seeing you on October 28th.

**ADMISSION CEREMONY RESPONSE / RESERVATION FORM**

If you plan to participate in the Admission Ceremony on **Thursday, October 28, 2021**, this form must be received by the ceremony committee no later than ***Friday, October 22, 2021***. You may mail the form to the address below, or email it to [Warner.Hornsby@BeasleyAllen.com](mailto:Warner.Hornsby@BeasleyAllen.com) and Kay Bullard at [Kay.Bullard@beasleyallen.com](mailto:Kay.Bullard@beasleyallen.com). To participate in the ceremony, each admittee must register (submit this form) and pay a \$50.00 non-refundable registration fee. To pay the \$50.00 registration fee, you may either mail a check with your registration form, or you may pay the day of the Ceremony at the ASB Young Lawyers' Section registration table that will be set up in the lobby of the MPAC. You only need to register and pay if you are planning on attending the ceremony.

**NAME OF NEW  
BAR MEMBER:**

\_\_\_\_\_

**ADDRESS (H):**

\_\_\_\_\_  
\_\_\_\_\_

**NAME OF EMPLOYER:**

\_\_\_\_\_

**ADDRESS (W):**

\_\_\_\_\_

**TELEPHONE NUMBER:**

\_\_\_\_\_

**EMAIL ADDRESS:**

\_\_\_\_\_

**DATE OF ADMISSION:**

\_\_\_\_\_

**PAYMENT OF REGISTRATION FEE (SELECT ONE):**

\_\_\_\_\_ I have enclosed a check for \$50.00 made payable to: The Young  
Lawyers' Section, Alabama State Bar.

\_\_\_\_\_ I will pay the \$50.00 registration fee when checking in at the ceremony.

**PLEASE RETURN THIS FORM TO:**

Bar Admission Ceremony Committee  
c/o Warner Hornsby Beasley  
Allen Law Firm  
Post Office Box 4160  
Montgomery, AL 36103-4160

**Frequently Asked Questions**

Q: Is it a requirement that I participate in the Admission Ceremony to be admitted to the Alabama State Bar?

A: No. The Admission Ceremony is an opportunity for you to share your achievement with friends and family and to celebrate your admission to the Alabama State Bar. It is not a requirement that you participate in the Admission Ceremony.

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Q: Is the \$50.00 non-refundable registration fee separate from the fees payable to the Clerk of the Supreme Court of Alabama and fees payable for admission to the United States District Courts for the Northern, Middle, and Southern Districts of Alabama?

A: Yes. The \$50.00 non-refundable registration fee for participation in the Admission Ceremony is completely separate and can be paid in advance of the Ceremony (along with submission of Response/Reservation Form) or on the morning of the Ceremony at check-in. Checks should be made payable to: The Young Lawyers' Section, Alabama State Bar. If you choose not to participate in the Ceremony, you need not pay the \$50.00 fee.

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Q: Is it mandatory that I be admitted to the United States District Courts for the Northern, Middle, and Southern Districts of Alabama?

A: No. It is not mandatory for you to be admitted to these federal courts.

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Q: Is it mandatory that I be admitted to the United States District Courts for the Northern, Middle, and Southern Districts of Alabama on the date of the Admission Ceremony?

A: No. Admission to these federal courts on the day of the Admission Ceremony is made available for your convenience. However, you may apply for admission to these federal courts any time following your admission to the Alabama State Bar. You should be prepared to complete the application and pay the required fees for each federal court in which you wish to be admitted. For questions regarding admission to these federal courts, please contact the clerk's office or visit the websites of each respective court.