

## GENERAL INFORMATION REGARDING BAR MEMBERSHIP

[Forms mentioned in this document are available on Court website: [www.meskwakicourt.org](http://www.meskwakicourt.org). Click on “*Meskwaki Attorney List*” to access the forms]

Membership dues are \$100 per year, and to be considered for Bar membership an attorney must be licensed to practice and in good standing in an existing State or other Tribal Bar. If there is any change in this standing, you are required to immediately notify our Office of Clerk of Court. **New attorneys** applying for Bar membership please complete “*Motion for Admission to Bar*” form and an “*Oath*” form. The **Court’s Rules of Procedure** are located on the Court’s official website: [www.meskwakicourt.org](http://www.meskwakicourt.org)

Attorneys who wish to represent clients but **who do not want to become permanent bar** members may file a “***Motion For Temporary Admission And Affidavit For Admission Pro Hac Vice***” which will then be provided to a Tribal Court Judge for review.

Meskwaki Tribal Court Bar members who have lapsed in their annual renewal payments will be restored to active status and will once again appear in our Tribal Bar roster after the current year’s annual fee of \$100 has been received. Tribal Bar member numbers appear in the form of “SF-X-20XX-XXX” and are unique and not re-issued to a new bar member. **All Bar members are required to complete a “Public Listing” form annually.**

We ask all Bar members to consider accepting court appointments (child welfare cases and/or criminal cases – adult and juvenile) at a rate of \$60.00/hour, Copies at \$0.10, Postage: \$0.49 <sup>1st</sup> class mail, and the mileage rate is \$0.39/mile. If you’re willing to do so, we will add you to those lists. Bar Members are REQUIRED to submit a **W-9 form annually before any payment can be distributed.** The Court Administrator or the Clerk of Court, Joy Mauskemmo, can be contacted at 641-484-9300 clerk.court@meskwakicourt.org.

The Tribe has a Public Defender, Cynthia Tofflemire, who can be reached at (641) 484-4678. If a conflict arises for Ms. Tofflemire, we rely on Bar members to accept court appointments for criminal proceedings. Keep in mind, for scheduling purposes, that Tribal Court criminal cases generally occur Monday – Friday at 9:00 am. Please indicate to us on the “Public Listing” form if you are willing to accept criminal or civil court appointments.

We encourage Bar members to thoroughly read the **Tribe’s Code** and to compare the similarities and discover the differences that may exist between the different jurisdictions they practice in.

The Tribe’s laws can be found on the Tribal government’s official website [www.meskwaki.org](http://www.meskwaki.org): From the Tribe’s homepage, scroll to the very bottom to the phrase “Constitution, Code and ByLaws”; by clicking on that phrase you will go to the Title sections of the Code.

Our Tribal Probation Officer, Misty Jefferson, can be reached here at our office. She is the person to contact regarding probation services or processes, pre-trial services, opportunities for community service, domestic violence classes, along with a host of other probation resources.