Boston Bar ASSOCIATION

Amicus Committee Request Form

1. ***Date of Request:***

2. ***Case Caption (including name and Case No.):***

3. ***Organization or party requesting the BBA to write or support an amicus brief:***
   - Name and affiliation of person submitting request:
   - Phone:
   - Email:

- OR -

BBA Section/Committee requesting the BBA to write or support an amicus brief:

   - Name and affiliation of Section/Committee contact submitted request:
   - Phone:
   - Email***:***

4. ***Court in which the amicus brief will be filed:***

5. Last Court to render a decision in the case:
   - Please attach a copy of the decision***.***

6. ***Please list all parties and their counsel:***

7. ***Deadline for filing brief on the merits to be supported by the amicus brief:***

8. Date by which the proposed amicus brief must be filed:

9. Indicate if you are requesting that:

◯ a. The BBA draft a brief:

◯ b. The BBA sign onto a brief:

If b. Please submit a copy or outline of the proposed brief, if available.

10. Briefly provide a summary of the case including material facts, issue/s on which the BBA is Being asked to take a position and the relevant procedural history:

11. Please briefly outline the suggested arguments the amicus brief will make:

12. If asking the BBA to draft a brief, please include the name and firm/office of a proposed brief writer, if known:

13. If asking the BBA to sign onto a brief prepared by another entity, please indicate, to the extent known:

- The name of the entity preparing the brief:
- The name and firm/office of the brief writer:
- As to each entity signing onto the brief, the name of the entity and the name and firm/ office of it involved counsel:

14. The standard for filing an amicus brief is that the position sought to be advanced relates to (a) the practice of law; or (b) the administration of justice. Possible exceptions to this rule will be considered on case-by-case basis. Please provide a concise statement as to how this request relates to one of those categories.

15. If you are aware of whether or not the policy/principle of law to be supported has been adopted or rejected by the BBA Council, please provide references to when the BBA took action:

16. If you are aware that any member of the BBA Council is connected in any way to the litigation at the issue (including as counsel affiliated with the firms, offices or organizations representing the parties involved in the litigation), please identify such person(s).

17. For each other entity known to you who is not listed on this form, and who is intending to file sign onto a brief or from whom a brief has been requested, indicate, to the extant you are aware:

- The entity's name:
- The Name and firm/office of the entity's involved counsel:
- Whether the entity is expected to file its own brief or sign onto a brief prepared by another entity:
- The entity's position:

By submitting this form, you and the entity that you represent acknowledge receipt and acceptance of the terms of the BBA's Policy Concerning the Preparation and Submission of Amicus Briefs.

Thank You