

A RESERVATION MUST BE IN PLACE BEFORE THESE INSTRUCTIONS ARE APPLIED.

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SUPREME COURT OF THE UNITED STATES

LARGE GROUP INSTRUCTIONS ADMISSION TO THE BAR ON NON-ARGUMENT DAYS (UP TO 50 APPLICANTS – 50 GUESTS)

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A single responsible agent to represent the applicants must be selected to assist the applicants and to carry out instructions as set forth below.

When the applications are forwarded to this office, **we must know** at that time the name of the person who will appear in Court to move the admission of the group. The applications cannot be processed until this information is provided.

Applications should be assembled with the personal statement on top, next the certificate of good standing from the highest state court, and then the applicant's check. Paper clipped together -- **PLEASE DO NOT STAPLE.**

The admission fee is \$200.00. Make checks payable to the "Supreme Court of the United States." One check covering all applicants is acceptable and should be paid on the admission day after the number of admittees is certain.

The completed applications, along with the state court certifications, are to be collected by you and then mailed to the Clerk's Office, Attn: Admissions Office, as a single group. A typed list of the names of the sponsors who signed each application must accompany the applications. This must be done at least **SIX WEEKS** before the group expects to appear for admission. Once the original group of applications is mailed to this office, **ADDITIONAL APPLICATIONS WILL NOT BE ADDED TO THE GROUP.**

Arrangements may be made for a continental breakfast to be served to your group after the ceremony. Reservations must be made at least **SIX WEEKS** prior to the date of the ceremony. For more information, please contact the Marshal's Office at 202-479-3333.

To arrange for a photograph taken of your group in front of the Supreme Court Building, please call the Admissions Office at 202-479-3387. **PHOTO ARRANGEMENTS MUST BE MADE IN ADVANCE.**

To arrange for a lecture about the Court, please contact the Curator's Office at 202-479-3300. **LECTURE ARRANGEMENTS MUST BE MADE IN ADVANCE.**

The Court convenes at 10:00 a.m. Group applicants are requested to be at the Court by 9:00 a.m. **APPLICANTS SHOULD NOT REPORT TO THE ADMISSIONS OFFICE.** They will be directed to an assembly area by Court Police Officers.

The seating capacity of the courtroom is limited. Children under six may not be admitted to the Courtroom. The number of guests is limited to **ONE PER APPLICANT.** Please inform all applicants of the "**ONE GUEST**" policy. **THERE ARE NO PARKING FACILITIES ON CAPITOL HILL.**

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