

**Local Rule 2090-2**  
**Special Admissions**

- a. **Special Admission in this District.** Litigants appearing at a hearing, except counsel representing governmental agencies and parties appearing *pro se*, must be represented by at least one member of the bar of this Court or by an attorney admitted to practice by this Court pursuant to the Local Rule for Procedure and Practice 83.1 of the United States District Court for the Western District of North Carolina and this Local Rule. Any lawyer who is a member in good standing of the Bar of the Supreme Court of the United States or the Bar of the Supreme Court of any state in the United States, may, in the discretion of the judges of this Court, be permitted to appear in a particular case. If special admission is granted, and if a member of the bar of this Court is not associated, the specially admitted attorney and that attorney's client shall be deemed to have consented that service of all pleadings and notices may be made upon a deputy clerk in the appropriate division of this Court as process agent. The Court encourages out-of-state attorneys to associate a member of the bar of this Court in all cases, but will not require such association where the amount in controversy or the importance of the case do not appear to justify double employment of counsel. Special admission will be the exception and not the rule, and no out-of-state counsel will be permitted to practice frequently or regularly in this Court without the association of local counsel. Special admission granted by this Court constitutes admission to the United States District Court for the Western District of North Carolina.
  
- b. **Filing Papers by Attorneys not Admitted in this District.** Where justice requires, the authorized deputy clerks in Asheville and Charlotte may permit the filing of papers at the request of out-of-state counsel; provided, however, that the further participation of out-of-state counsel shall be governed as provided in this Local Rule.
  
- c. **Fee for Special Admission in this District.** All counsel, except those representing governmental agencies, must pay a fee as assessed by the District Court for each special admission or whenever *pro hac vice* admission is granted.
  
- d. **Electronic Filing of Pleadings by Attorneys Not Admitted in this District.** The Clerk of Court may provide out-of-state counsel with an ECF login and password upon counsel's

representation that he/she (i) is a lawyer in good standing of the Bar of the Supreme Court of the United States or the Bar of the Supreme Court of any state in the United States, and (ii) has had prior ECF training before this or another Court. Without obtaining special admission to the Court, out-of-state counsel can use the ECF login and password to file any of the following documents:

- (1) a notice of appearance/request for notices;
- (2) a motion seeking *pro hac vice* admission without associating local counsel, pursuant to Local Rule 2090-2(a); and
- (3) a response to a claim objection.

Issuance of an ECF login and password is not a substitute for admission to practice before this Court. Accordingly, the filing of further documents requires special admission to this Court in accordance with paragraph (a) above.