



# The Florida Bar

651 East Jefferson Street  
Tallahassee, FL 32399-2300

Joshua E. Doyle  
Executive Director

850/561-5600  
WWW.FLORIDABAR.ORG

## Memorandum

Re: Recertification in Civil Trial Law

Thank you for your continued interest in board certification. Your achievement is an indication of your personal and professional commitment to high standards in your practice. Public recognition of board certification as a measure of competence and professionalism among lawyers depends on the participation of those who exemplify the standards.

To renew your board certification, please complete and return this package with your \$250 filing fee. The information in this package is comprehensive, and the recertification process is fundamental to the evaluation of each candidate. You are encouraged to carefully read all instructions as well as the applicable rules and policies before you begin your application. Information related to your certification area can be found at [www.floridabar.org/certification](http://www.floridabar.org/certification). Please note that all requirements, including CLE, must be accomplished by the filing deadline.

As a board certified lawyer, the Board of Legal Specialization and Education (BLSE) and the Certification Committee are interested in your assessment of the program. If your practice has changed, or you do not intend to apply for recertification, we ask that you notify us in writing. We encourage and welcome your comments.

# Board Recertification Application Instructions

***Please carefully read these instructions before completing the application, and retain in your files for future reference.***

**Standards and Policies.** Chapter 6, Rules Regulating The Florida Bar, sets forth the minimum standards for board certification and the specific requirements for each area of practice. The rules, BLSE Policies, and other information may be found on the website at [www.floridabar.org/certification](http://www.floridabar.org/certification). **Please be sure to carefully read the rules and policies before you begin your application.**

**Completion of Requirements.** Unless an extension is granted, all requirements for recertification must be met by May 31 for cycle 1 areas and July 31 for cycle 2 areas.

**Application Updates.** Once your application has been submitted, please understand that you have a continuing obligation to notify the Legal Specialization and Education Department of The Florida Bar should there be any changes to any of your responses provided within your application, pursuant to BLSE Policy 2.05(b).

**Application Filing.** Please refer to The Bar's website for the postmark deadline for your area. Typed applications are preferred, but neatly handwritten applications will be accepted. Completed applications should be returned to the Legal Specialization and Education Department of The Florida Bar.

**Recertification File Extension.** If you are unable to complete the requirements for recertification by the deadline, BLSE Policy 2.07(d) permits a single 3-month recertification file extension to be granted if accompanied by a properly executed application for extension and payment of the appropriate fee. The extension will commence on the current certification expiration date. The extension request form is available on the website and must be postmarked by the filing deadline.

**Fees.** The Certification Program is financially self-supportive and operates on revenue generated primarily from applicant fees. The recertification filing fee is \$250 and, if recertification is granted, a \$150 annual fee must be paid each year. You will receive an invoice for your annual fee each year in March via email to your record Bar email address.

Your application must be accompanied by the filing fee at the time of filing. Please make your payment by check, money order or bank cashier's check payable to The Florida Bar. Electronic payments are not accepted for this fee at this time. All fees are non-refundable.

**Application Processing and Review.** Upon our receipt of your completed application, you will receive an email notification. Applications will be processed in accordance with BLSE Policies 2.08 and 2.14. Only complete applications will be substantively reviewed by a certification committee. Omissions or inaccuracies in the completion and submission of application forms will be grounds for denial.

A review and recommendation as to each applicant's qualifications, based upon compliance with the standards adopted by the Supreme Court of Florida, and policies established by the certification committee ("Committee"), is the responsibility of the Committee, with final approval determined by the Board of Legal Specialization and Education ("BLSE"). This process usually takes five to seven months. During this time, you may be requested to provide additional information. A prompt response is important to the continued progress of your application. Your certification status remains intact during this process unless you are

notified otherwise. Pursuant to BLSE Policy 2.05(c), failure to respond to a request for supplemental information will be considered a withdrawal of an application.

**Voluntary Withdrawal.** In accordance with BLSE Policy 2.08(d), an application for recertification may be voluntarily withdrawn by an applicant. Notification of withdrawal must be in writing and must be received by the LSE director before an appeal under BLSE Policy 4.04(a) is due.

**Professional Ethics and Competence.** The standards for recertification include consideration of character, ethics and reputation for professionalism. Questions are included in the peer review statements and the application also requires disclosure of disciplinary history. Should there be any changes in the information you provided on your application during the processing period, you must advise our office in writing. Recertification may be withheld pending the resolution of disciplinary/malpractice matters.

Pursuant to BLSE Policy 2.08(c)(2), if an application for recertification has an unresolved professional ethics matter, the certification committee will consider the circumstances and recommend a course of action to the BLSE.

**Peer Review.** Each applicant will submit the names and contact information of individuals who can attest to the applicant's special competence and substantial involvement in the practice of law in which certification is sought, as well as the applicant's character, ethics, and reputation for professionalism, in accordance with the area standards, Rule 6-3.5(c)(6), Rules Regulating The Florida Bar and BLSE Policy 2.10. The BLSE or certification committee may solicit statements from additional lawyers and/or judges.

Statements of reference concerning applicants shall be submitted on forms furnished by the BLSE. A sample copy of the Statement of Reference is provided for your information. Please do **NOT** send this statement to your references. Staff will solicit the statements on your behalf. Reference statements submitted by applicants cannot be accepted.

**Continuing Legal Education.** The education requirements must be completed within the time frame specified in the application. Hours submitted must be approved for certification credit in the area in which you are applying. General CLER hours will not qualify. Board Certification credit hours are now available online. You can check your board certification CLE Credits by logging in to your member portal. If you are unsure about credit for a program or individual activity, please attach detailed information on the program or activity, including an outline of the course content, a time schedule and speaker information. Each submission will be reviewed and credit allocated as appropriate.

**Confidentiality.** Rule 6-3.12, Rules Regulating The Florida Bar, provides for complete confidentiality in the certification process. The entire content of your file, including the statements of reference, will remain confidential. All communications you receive about your application will be marked "personal and confidential" and emailed or mailed to your official Bar membership address.

**Staff Assistance.** Your staff liaison is prepared to assist you with the application process and provide general information about the standards and policies. Staff may not, however, advise you as to whether you qualify for recertification, nor discuss the status of your application. All communication as to the status of your application will be sent to you in writing on behalf of the Committee.

# Recertification Application Coversheet

*Return your completed application for recertification with this coversheet to:*

**The Florida Bar  
Legal Specialization and Education Department  
651 East Jefferson Street  
Tallahassee, FL 32399-2300**

**Bar Number:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Area of Certification:** \_\_\_\_\_

**Please read and initial the following statements:**

\_\_\_\_\_ I have read all applicable rules, policies, and instructions within this application.

\_\_\_\_\_ I understand, pursuant to BLSE Policy 2.08(a)(2), only complete applications will be substantively reviewed by a certification committee.

\_\_\_\_\_ I understand that the accuracy of the information I provide will be verified. I acknowledge that the information in my application and attachments, if any, is true and complete.

\_\_\_\_\_ I understand my continuing obligation to notify the Board of Legal Specialization and Education of The Florida Bar in writing if there are any changes to any of my responses within the application and if there are any changes to my qualifications for board certification.

\_\_\_\_\_ I understand, pursuant to BLSE Policy 2.05(c), failure to respond to a request for supplemental information will be considered a withdrawal of my application.

\_\_\_\_\_ I have enclosed my application fee of \$250. My check is made payable to The Florida Bar.

Where did you hear about Board Certification?

- |  |                                     |                                       |                              |
|--|-------------------------------------|---------------------------------------|------------------------------|
| <input type="checkbox"/> Florida Bar Website   | <input type="checkbox"/> Colleagues | <input type="checkbox"/> Social Media | <input type="checkbox"/> CLE |
| <input type="checkbox"/> Local Bar Association | <input type="checkbox"/> Conference | <input type="checkbox"/> Other        |                              |

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



Board of Legal Specialization and Education  
 The Florida Bar  
 651 East Jefferson Street  
 Tallahassee, Florida 32399-2300  
 (850) 561-5842



## APPLICATION FOR BOARD RECERTIFICATION

Please check one:

- |  |   |
|--|---|
| <input type="checkbox"/> Admiralty & Maritime Law<br><input type="checkbox"/> Adoption Law<br><input type="checkbox"/> Antitrust & Trade Regulation Law<br><input type="checkbox"/> Appellate Practice<br><input type="checkbox"/> Aviation Law<br><input type="checkbox"/> Business Litigation Law<br><input type="checkbox"/> City, County & Local Government Law<br><input type="checkbox"/> Civil Trial Law<br><input type="checkbox"/> Condominium and Planned Development Law<br><input type="checkbox"/> Construction Law<br><input type="checkbox"/> Criminal – Appellate Law<br><input type="checkbox"/> Criminal – Trial Law<br><input type="checkbox"/> Education Law<br><input type="checkbox"/> Elder Law | <input type="checkbox"/> Health Law<br><input type="checkbox"/> Immigration & Nationality Law<br><input type="checkbox"/> Intellectual Property Law<br><input type="checkbox"/> International Law<br><input type="checkbox"/> International Litigation & Arbitration<br><input type="checkbox"/> Juvenile Law<br><input type="checkbox"/> Labor & Employment Law<br><input type="checkbox"/> Marital & Family Law<br><input type="checkbox"/> Real Estate Law<br><input type="checkbox"/> State & Federal Gov't & Administrative Practice<br><input type="checkbox"/> Tax Law<br><input type="checkbox"/> Wills, Trusts & Estates Law<br><input type="checkbox"/> Workers' Compensation Law |
|--|---|

**TYPE OR PRINT NEATLY**

Bar Membership Name	File Number (for office use only)
Name as you wish it to appear on certificate	Florida Bar Number

**I. Please Submit the Following Background Data**

**A.**

Current Firm or Employer			Start Date:
Address			Room or Suite
City	State	Zip Code	Telephone
E-mail Address*			

⊗ *Please note: It is our policy to use your official Bar membership email address for written communication concerning your application for board certification and to mark our correspondence "Personal and Confidential." If you would prefer we use a different email address, you will need to temporarily make that change by updating your official Bar contact information by logging in to your My Florida Bar account. You may also contact our Membership Records Department at (850) 561-5832 or by email at [memberaddress@floridabar.org](mailto:memberaddress@floridabar.org).*

**B. Record of Admission to Law Practice**

1. Is your membership in The Florida Bar active and in good standing?  Yes  No
2. In what year were you originally certified? \_\_\_\_\_
3. If you are currently admitted to practice law in other jurisdictions, please provide the following information:

State	Date of Admission	Membership No.	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No
State	Date of Admission	Membership No.	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No
State	Date of Admission	Membership No.	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No
State	Date of Admission	Membership No.	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No
State	Date of Admission	Membership No.	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No
State	Date of Admission	Membership No.	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No

\_\_\_\_\_ **I have attached a letter of good standing for each jurisdiction in which I am admitted to practice law (excluding Florida).**

*If you have ordered a letter of good standing but have not yet received it, please check here. You may file your application without this information, with the understanding it must be submitted separately to your Staff Liaison as soon as possible.*

*Certificates of good standing printed from online portals are acceptable.*

**C. Former Applications** – Please indicate below, all former applications filed in any other area of certification or recertification, in Florida or elsewhere:

Year	State/Organization	Area	Disposition
Year	State/Organization	Area	Disposition
Year	State/Organization	Area	Disposition
Year	State/Organization	Area	Disposition
Year	State/Organization	Area	Disposition
Year	State/Organization	Area	Disposition

**D. Professional History**

How many years have you been practicing in the certification area you are applying for? \_\_\_\_ years

Please provide below a complete statement of your employment history since your last recertification. List most recent employment first. (Attach additional sheets if necessary.)

\*If service was in a non-judicial position and not in private law practice, please indicate whether bar admission was an employment condition.

From	To
Firm Name or Organization*	
Address	
Position	

From	To
Firm Name or Organization*	
Address	
Position	

From	To
Firm Name or Organization*	
Address	
Position	

From	To
Firm Name or Organization*	
Address	
Position	

**E. Photo Identification**

Please tape a professional head and shoulders photograph (preferably 3x5 or smaller) of yourself to this page. Please put your full name on the back of the photograph. Your photograph is requested for the purpose of peer review recognition (when necessary) and publicity (if board recertification is obtained and subject to your approval). Photo will not be returned.

\_\_\_\_\_ I authorize use of the photograph for promotional purposes (if board recertification is obtained).

Although submission of a photograph is optional, it may facilitate the peer review process.



**Applicant Name:** \_\_\_\_\_

**F. Record of Professional Ethics and Competence** – Please initial the appropriate responses and **attach copies of all pertinent documentation.** Please provide information relevant to your Florida Bar membership and any other State Bar which you are or have been a member **since the last date of certification or recertification.**

Applicants have a continuing obligation to keep each and every question on the board certification application current, complete and correct by filing timely amendments until the effective date of certification. Updates are considered timely when made within 30 days of any occurrence that would change any response made to any application question.

**Please INITIAL your responses for items 1-6.**

1. List all instances of discipline issued by a state judge, federal judge, an arbitrator, The Florida Bar or another disciplinary agency. Attach documentation that includes: (1) the agency and/or case number, (2) description of the nature and sanctions imposed, and (3) all dates regarding the discipline issued and the termination of the discipline.

\_\_\_\_\_ Not Applicable \_\_\_\_\_ See Attached

2. If you have a complaint initiated or pending with The Florida Bar or another disciplinary agency, which resulted in a sworn complaint filed against the applicant by bar counsel, please attach documentation that includes: (1) agency identification or case number; (2) nature of inquiry/complaint; (3) a copy of the inquiry/complaint; and (4) a copy of your response to the complaint.

\_\_\_\_\_ Not Applicable \_\_\_\_\_ See Attached

3. List and explain all instances in which a state judge, federal judge; or arbitrator has found you in contempt of court or otherwise adversely commented on your conduct.

\_\_\_\_\_ Not Applicable \_\_\_\_\_ See Attached

4. Explain all claims for malpractice or breach of fiduciary duty against you (or against your firm if it relates to your conduct) which resulted in a lawsuit filed, claim asserted, settlement paid or appointment of a lawyer by the malpractice carrier to defend you or your firm. Please attach: (1) a copy of the complaint; (2) your response; (3) a detailed explanation of your direct involvement; and (4) a copy of the final order if available or the current status of the matter if it is still pending.

\_\_\_\_\_ Not Applicable \_\_\_\_\_ See Attached

5. List all criminal arrests, charges, pleas of guilty or no contest, convictions, or other dispositions of matters (excluding civil traffic infractions). Include the case number, alleged violation(s), and disposition or current status.

\_\_\_\_\_ Not Applicable \_\_\_\_\_ See Attached

6. List any other matter(s) that could adversely affect your membership in good standing with The Florida Bar or eligibility for board certification.

\_\_\_\_\_ Not Applicable \_\_\_\_\_ See Attached

II. **Compliance with Specific Certification Area Standards.** Please **initial** to indicate your understanding and agreement.

\_\_\_\_\_ I understand there are specific requirements for recertification in the area for which I am making application and that all attached exhibits must be completed and returned with this application to demonstrate my compliance.

\_\_\_\_\_ I agree to abide by all rules and policies of the Board of Legal Specialization and Education and the area committee and to provide such information as may be required to ascertain my entitlement to recertification.

\_\_\_\_\_ I agree to keep each question on the board certification application current, complete and correct by filing timely amendments (within 30 days of any occurrence) until the effective date of certification.

III. **Application Fee.** Please remember to attach your \$250 filing fee to this application.

IV. **Recertification Waivers.** Pursuant to Rule 6-3.6(f) and (g), the applicable certification committees may waive compliance for portions of the requirements needed for recertification. Waivers are provided based on the Rule referenced below. If you are requesting a waiver, you must provide the additional information requested. No waivers are available to initial applicants for certification.

**Waiver of Substantive Requirements**

The applicable certification committee must waive the quantitative practice requirements for any applicant who has been continuously certified for 14 years and otherwise meets all requirements for the applicable certification area at the applicant's request. Quantitative practice requirements do not include the percentage-of-time requirement for substantial involvement, but do include, for example, minimum numbers of matters, trials, or hearings specified in individual certification areas.

\_\_\_\_\_ **I am requesting a waiver of substantive requirements. I have been board certified for 14 years or more. I understand that this does not waive my CLE requirement. I have attached a narrative outlining my substantial involvement.**

**Waiver for Health Reasons**

The applicable certification committee may waive compliance with any portion of the quantitative practice criteria in an individual recertification cycle for an otherwise qualified applicant who is not able to meet the recertification requirements for health reasons for good cause shown on a special application form. Quantitative practice requirements do not include the percentage-of-time requirement for substantial involvement, but do include, for example, minimum number of matters, trials, or hearings specified individual certification areas. In determining good cause under this rule, the certification committee will consider, if the applicant requests, the factors listed to be considered under good cause above and the length and severity of the applicant's health issues.

\_\_\_\_\_ **I am requesting a waiver for health reasons. I have attached a statement of good cause. I understand that this does not waive my CLE requirement.**

V. **Release.** By this application, I release from any and all liability and extend absolute immunity to The Florida Bar, and all persons, committees and institutions in any way involved in this certification process including references and informants.

**Applicant's Initials:** \_\_\_\_\_

I specifically authorize the Committee and/or Board to consult with any persons who may have information relating to my professional qualifications, credentials or character, mental or emotional stability, ethics, behavior or any other matter reasonably bearing on the criteria for initial and continued certification. This authorization includes inspecting and obtaining any writing that may be material to my certification. I hereby authorize the release of any information and writing, whether privileged or not, requested by the Committee and/or Board. I understand that all information received and made part of my file shall be treated confidentially.

**Applicant's Initials:** \_\_\_\_\_

**I FURTHER UNDERSTAND THAT THE PEER REVIEW PROCESS IS UNABLE TO SERVE ITS PURPOSE UNLESS THE INDIVIDUALS FROM WHOM INFORMATION IS REQUESTED ARE GUARANTEED COMPLETE CONFIDENTIALITY. BY APPLYING FOR RECERTIFICATION, I EXPRESSLY AGREE TO THE CONFIDENTIALITY OF THE PEER REVIEW PROCESS AND EXPRESSLY WAIVE ANY RIGHT TO REQUEST ANY INFORMATION OBTAINED THROUGH PEER REVIEW AT ANY STAGE OF THE RECERTIFICATION PROCESS.**

**Applicant's Initials:** \_\_\_\_\_

**I FURTHER UNDERSTAND THAT BOARD CERTIFICATION IS A VOLUNTARY PROGRAM AND HAS NO EFFECT ON MY ELIGIBILITY TO PRACTICE LAW IN ANY AREA OF PRACTICE.**

**Applicant's Initials:** \_\_\_\_\_

**I FURTHER UNDERSTAND THAT BOARD CERTIFICATION, IF OBTAINED, MAY BE AUTOMATICALLY REVOKED PURSUANT TO THE BLSE POLICIES OR THE RULES REGULATING THE FLORIDA BAR.**

**Applicant's Initials:** \_\_\_\_\_

By executing this release, I acknowledge that I am specifically authorizing the Lawyer Regulation Department of The Florida Bar or any other state of which I am or was a member to provide to the Committee and/or Board any and all information concerning disciplinary complaints filed against me, even if confidential. Such release is intended to be applicable to the extent authorized by the Supreme Court of Florida.

\_\_\_\_\_  
Applicant Signature

# CIVIL TRIAL LAW RECERTIFICATION

## Application Instructions

*Please be sure to carefully read all instructions and rules before you begin your application.*

### **EXHIBIT A – REFERENCES**

**Rule 6-4.4(e) Peer Review.** The applicant must submit the names and addresses of 3 lawyers, 1 of whom is currently board certified in civil trial law and 1 judge of a court of general jurisdiction before whom the applicant has appeared as an advocate within the 2 year period preceding application, to complete peer review forms. Individuals submitted as references must be sufficiently familiar with the applicant since the last date of certification. The names of lawyers who currently practice in the applicant's law firm may not be submitted as references.

- I. **Lawyer References.** Provide the Bar numbers, names, addresses and emails of three lawyers. One **must** be board certified in civil trial.
- II. **Judicial References.** Provide the Bar number, name, address, and email for a judge.
- III. **Additional Judges.** Provide bar numbers, names, addresses and emails of three additional judges.

### **EXHIBIT B – SUBSTANTIAL INVOLVEMENT**

**\*All boxes and blanks MUST be completed. Please attach additional pages if needed.**

All substantial involvement must have been completed between June 1, 2021 and May 31, 2026, unless an extension was filed, then prior to August 31, 2026. If you were certified in 2021, substantial involvement must have been completed between September 1, 2020 and May 31, 2026, unless an extension was filed, then by August 31, 2026.

**Rule 6-4.4(a), Substantial Involvement and Competence.** The applicant must demonstrate continuous substantial involvement and competence in the practice of law, of which 50 percent has been spent in active participation in civil trial law throughout the period since the last date of certification. The applicant must describe all courtroom experience, if any, during the period since the previous certification including motion practice, summary judgment, and injunction hearings, arbitration proceedings or any other court appearances involving the presentation of evidence and argument in an adversarial environment.

- A. **To be completed by lawyer advocate applicant or judicial officers.** If you have served as a judicial officer, please provide the name of the court and dates of service.
- B. **Complete Items 1-7. MUST** Provide a number, even if the number matters conducted is zero.
- C. **Trial Verification. Rule 6-4.4(b)(1)** Indicate if you have contested in one OR two of the trial requirements pursuant to Rule 6-4-4(b)(2).
- D. **14-year Waiver. Rule 6-4.4(g)** If requesting the 14-year waiver, you **MUST** include a narrative explaining how you remain substantially involved. **The 14-year trial waiver is only applicable to those attorneys originally certified in 1986, 1991, 1996, 2001, 2006 and 2011.**
  - (1) On special application, for good cause shown, the civil trial certification committee may waive compliance with any portion of the trial education, and peer review criteria for an applicant who is an officer of any judicial system (as defined in the Code of Judicial Conduct), including an officer such as a bankruptcy judge, special master, court commissioner, or magistrate, performing judicial functions on a full-time basis during any portion of the period since the last date of certification.
  - (2) On special application, for good cause shown, the civil trial certification committee may waive compliance with the trial criteria for an applicant who has been continuously certified as a civil trial lawyer for a period of 14 years or more.
  - (3) On special application, for good cause shown, the civil trial certification committee may waive compliance with the substantial involvement criteria for an applicant, otherwise qualified, who is substantially serving as a mediator, referee, master or magistrate and is actively involved in civil trial law. For purposes of this subsection only, the judicial peer review as required in this subchapter

does not need to be a judge before whom the applicant has appeared as advocate within the 2-year period preceding application.

- (4) On special application, for good cause shown, the civil trial certification committee may waive compliance with any portion of the trial and substantial involvement criteria for an applicant otherwise qualified who is not able to meet the requirements for recertification for health reasons.

## **RULE 6-4.2 TRIAL DEFINITIONS**

**(a) Civil Trial Law.** “Civil trial law” is the practice of law dealing with litigation of civil controversies in all areas of substantive law before Florida circuit courts or equivalent courts of other states, federal district courts, and state county courts. In addition to the pretrial and trial process, “civil trial law” includes evaluating, handling, and resolving civil controversies before the initiation of suit.

**(b) Trial.** A “trial” is the commencement of an in-court or in chambers adversarial proceedings before the trier of fact at which testimony is taken that includes at least 2 components of a trial as defined below. A non-jury county court proceeding does not count as a trial for the purposes of board certification or recertification.

**(c) Lead Counsel.** “Lead counsel” is conducting a minimum of 50 percent of the in-court proceedings.

**(d) Jury Trial.** A “jury trial” is a case in which the jury is sworn and testimony is taken before concluding or settling a matter. A county court jury trial must result in a verdict rendered by the jury in order to count as a jury trial for purposes of board certification or recertification.

**(e) Components of a Trial.** The “components of a trial” are: (1) voir dire questioning; (2) opening statement; (3) direct examination; (4) cross examination; and (5) closing statement.

**(f) Day in Trial.** A “day in trial” is a minimum of 6 hours.

**(g) Binding.** “Binding” is when the parties are required to honor the court’s decision unless the decision is overturned under law.

**All B-1 and B-2 trials must have been completed between June 1, 2021, and May 31, 2026, unless an extension was filed, then prior to August 31, 2026. If you were certified in 2021, substantial involvement must have been completed between September 1, 2020 and May 31, 2026, unless an extension was filed, then by August 31, 2026.**

## **CRITERIA FOR B-1 TRIALS:**

**\*Ensure all appropriate boxes and blanks are completed.**

- To qualify as a “jury” trial, jury must be sworn in and testimony taken prior to concluding or settling the matter.
- A settlement that occurs before the trial concludes qualifies as a trial if a minimum of 2 components are completed.
- A mistrial qualifies as a trial if a minimum of 2 components are completed.
- Criminal court and small claims court matters do not qualify as trials for the purposes of this application.

**Rule 6-4.4(b) Minimum Number of Trials.** The applicant must have handled:

- (1) 2 contested civil trials in courts of general jurisdiction, of which at least 1 was a jury case conducted by the applicant as lead counsel, and 1 of which may be an evidentiary hearing or preliminary injunction; or
- (2) 1 jury trial as lead counsel lasting a minimum of 6 or more trial days.

**Rule 6-4.4(c) Non-qualifying Proceedings.** Proceedings listed as nonqualifying under the minimum standards for certification under this subchapter do not qualify as trials for recertification, except as provided above.

**Rule 6-4.3(d) Non-qualifying Proceedings.** The following matters or proceedings do not qualify as trials under this rule:

- (1) mortgage foreclosures tried in less than 1 day;
- (2) bankruptcy;
- (3) family law;
- (4) criminal law;
- (5) workers' compensation;
- (6) mediations and arbitrations;
- (7) administrative hearings under Chapter 120, Florida Statutes; and
- (8) summary judgments, evidentiary hearings, preliminary injunctions, and appellate proceedings.

### **CRITERIA FOR B-2 TRIAL SUBSTITUTIONS**

\*Ensure **all** appropriate boxes and blanks are completed.

**Rule 6-4.4(d) Trial Substitution.** Substitutions must comply with the minimum standards for initial applicants in this certification area.

**Rule 6-4.3(e) Substitutions.** ...The following are acceptable substitutions.

- (1) Evidentiary hearings, injunctions, or adversarial proceedings that are binding on the parties, involved the taking of testimony and submission of evidence, lasted at least 1 trial day, and involved substantial legal and factual issues as determined by the civil trial certification committee may be submitted as 3 substitutions.
- (2) Completion of an advanced trial advocacy seminar approved by the civil trial certification committee either through teaching or attendance that includes active participation by the applicant in simulated courtroom proceedings may be submitted as 1 substitution.
- (3) County court jury trials resulting in a verdict may be submitted as 2 substitutions if the applicant was lead trial counsel.

### **CLE INSTRUCTIONS**

*(See Exhibit "C")*

**If you were certified in 1986, 1991, 1996, 2001, 2006, 2011, 2016, these credits must have been earned between June 1, 2021, and May 31, 2026. If you were certified in 2021, these credits must have been earned between September 1, 2020, and May 31, 2026.**

**Rule 6-4.4(f) Education.** The applicant must complete 50 hours of approved continuing legal education since the date of the last application for certification. Accreditation of educational hours is subject to policies established by the civil trial law certification committee or the board of legal specialization and education.

Attach a current printout reflecting completion of at least the minimum number of hours required to this

application. To print a current record of your board certification CLE credits in civil trial law, visit [www.floridabar.org](http://www.floridabar.org), log in to your My Florida Bar account, and select “Show More” in the My Board Certifications section. Check “Show All” and select civil trial from the drop-down menu. Select the “Credit History” tab and click the Print icon.

# CIVIL TRIAL LAW RECERTIFICATION

## EXHIBIT "A"

### REFERENCES

**I. Attorney References (1 of whom is currently board certified in civil trial)**

Name		Firm/Employer	
Address	Room/Suite	City	State/Zip
Email Address		Attorney Bar #	

Board Certified in CT:

Name		Firm/Employer	
Address	Room/Suite	City	State/Zip
Email Address		Attorney Bar #	

Board Certified in CT:

Name		Firm/Employer	
Address	Room/Suite	City	State/Zip
Email Address		Attorney Bar #	

Board Certified in CT:

**II. Judicial Reference (Appeared before within the 2-year period preceding application; please check the box(s) below as appropriate.)**

Name		Firm/Employer	
Address	Room/Suite	City	State/Zip
Email Address		Attorney Bar #	

Board Certified in CT:

**Appeared before within the 2-year period preceding application.**

**III. Please also list the names and addresses of 3 additional judges before whom you have appeared as an advocate.**

1.

Name		Firm/Employer	
Address	Room/Suite	City	State/Zip
Email Address		Attorney Bar #	

Board Certified in CT:

2.

Name		Firm/Employer	
Address	Room/Suite	City	State/Zip
Email Address		Attorney Bar #	

Board Certified in CT:

3.

Name		Firm/Employer	
Address	Room/Suite	City	State/Zip
Email Address		Attorney Bar #	

Board Certified in CT:

**CIVIL TRIAL LAW RECERTIFICATION**  
**EXHIBIT "B"**

**SUBSTANTIAL INVOLVEMENT**

**Instructions:** Please **INITIAL** indicating your understanding and agreement.

- A. \_\_\_\_\_ Since the last date of certification I have been continuously and substantially involved in the practice of law of which at least 50 percent has been spent in the active participation in civil trial law.

OR as an officer of any judicial system:

\_\_\_\_\_ I have served as a judicial officer adjudicating civil trial matters during any portion of the period since the last date of certification. Judicial officers applying for recertification may have certain requirements waived in the area of trials submitted and substantial trials.

Name of court: \_\_\_\_\_

Dates of service: \_\_\_\_\_

- B. I have been continuously and substantially involved in the practice of law, of which 50 percent has been spent in active participation in contested civil trials, since the last date of certification sufficient to demonstrate competence as a civil trial lawyer as follows (please approximate): **Please complete all items, even if the number of matters conducted is zero.\***

1. I have directed or conducted investigation in at least \_\_\_\_\_ civil matters.
2. I have made evaluation of theories or strategies in at least \_\_\_\_\_ civil matters.
3. I have prepared pleadings in at least \_\_\_\_\_ civil matters.
4. I have conducted discovery in at least \_\_\_\_\_ civil matters.
5. I have taken testimony in at least \_\_\_\_\_ civil matters.
6. I have presented evidence and argument in at least \_\_\_\_\_ civil matters tried by a jury.
7. I have presented evidence and argument in at least \_\_\_\_\_ civil matters without a jury.

- C. \_\_\_\_\_ I represent I have met the 2 contested civil trials requirement;

**OR**

\_\_\_\_\_ I represent I have met the one trial requirement.

D. \_\_\_\_\_ I have been continuously certified as a civil trial lawyer for a period of 14 years or more and request the Civil Trial Certification Committee waive compliance with the trial criteria. I have complied with the guidelines set forth below and have reflected the required information, within this application, pertaining to peer review and CLE. I have outlined the trials within Exhibit B-1 in which I have been involved since the date I was last certified **OR** in the event I have tried less than two cases since that date, I have attached a **written narrative** outlining my involvement in civil trial law. I also acknowledge that I must be continuously and be substantially involved in contested matters and have demonstrated this by filling out Exhibit "B", page 1.







**CIVIL TRIAL LAW RECERTIFICATION  
EXHIBIT "C"**

**CONTINUING LEGAL EDUCATION**

**Only hours not posted to your record as of this report should be reflected in this exhibit.** The appropriate form and supporting documentation must be attached for each activity requested. Please note that not all educational activities qualify for certification credits. Details regarding what may be eligible for Civil Trial law certification CLE credit may be found in the Civil Trial Standing Committee Policies. Forms to request credit for attending courses without Florida Bar course numbers, as well as for lectures, publications, and/or university credit may be found on the Continuing Legal Education Requirement web page at [www.floridabar.org/CLER](http://www.floridabar.org/CLER).

It is your responsibility to meet all certification requirements, including CLE, by the deadline. If you are submitting unapproved CLE activities for evaluation with this application, please understand approval is not guaranteed. If these submissions are not approved, you may be deemed ineligible for certification pursuant to BLSE Policy 2.14(c)(2)(A). **It is strongly encouraged that you submit all credit requests well before the deadline, so that you may determine whether you have met the CLE requirement timely.**

<b>Activity Date(s)</b>	<b>Activity Type*</b>	<b>Title of Activity</b>	<b>Sponsor/Provider</b>	<b>Hours Requested</b>	<b>Approved Course #**</b>

*\*Activity Types: Course Attendance, Individual/Home Study, Lecture, Written Material, University Teaching, University Attendance*

*\*\*Please provide Florida Bar Approved Course numbers, if applicable.*

**THE FLORIDA BAR BOARD OF LEGAL SPECIALIZATION AND EDUCATION**

651 East Jefferson Street, Tallahassee, Florida 32399-2300  
1-800-342-8060, ext. 5842 \* 850-561-5842 \* Facsimile 850-561-9421  
<http://www.flabar.org/certification>

**CONFIDENTIAL PEER REVIEW STATEMENT**

**RE: (AREA OF CERTIFICATION)**

**TO: (Name)**  
**(Address 1)**  
**(Address 2)**  
**(City, State Zip)**

**RE: (CERTIFICATION APPLICANT)**

The lawyer named above has applied for board certification or recertification and you have been selected to attest to the applicant’s competence and professionalism.

**THE CONTENT OF THIS FORM IS CONFIDENTIAL. THE APPLICANT HAS WAIVED ANY RIGHT TO REVIEW THIS PEER REVIEW STATEMENT AND IT IS IMPORTANT THAT YOU REGARD THIS FORM AND YOUR COMMENTS AS CONFIDENTIAL.**

Only Board Certified Specialists have taken the extra steps to have their competence and expertise evaluated. Board certification establishes an independent measure of competence, professionalism and peer acknowledgement. A lawyer who is board certified is recognized as “having special knowledge, skills, and proficiency in the practice area and good character, ethics, and a reputation for professionalism in the practice of law.” These are the factors upon which you are asked to evaluate this applicant.

The BLSE encourages candid, objective, and verifiable responses. Peer review is essential to the evaluation of applicants for board certification and we appreciate your time. Please answer the following questions and return your completed form to the address above. To request an electronic version of this form, please contact the LSE Department at [Certification@flabar.org](mailto:Certification@flabar.org).

- 1. I am sufficiently familiar with this applicant to evaluate his or her competence and professionalism for board certification.  Yes  No
- 2. I am sufficiently familiar with this applicant’s reputation in the legal community to evaluate his or her competence and professionalism for board certification.  Yes  No

If you answered “No” to questions 1 and 2, you may disregard the remainder of this reference form, sign page 4 and return it to our office. If you wish to add any comments, please do so.

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- 3. I am currently employed with the applicant at the same firm, agency or Court.  Yes  No
  - 4. I am related by blood or marriage to the applicant.  Yes  No
  - 5. I am licensed to practice law. Jurisdiction: \_\_\_\_\_  Yes  No

**6. I have been acquainted with the applicant for approximately:**

- 1 year or less     2-3 years     4-6 years     7-10 years     10+ years

**7. I have had professional contact or been involved in matters significant to the referenced area of specialty with the applicant as follows:**

- No Contact     1-2 times     3-4 times     5-6 times     7-10 times     10+ times

**Briefly describe the extent of your professional contact and approximate date of your last involvement with or against the applicant.**

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**8. I am board certified.**

- Yes     No

**If yes, please indicate the area(s) of law:** \_\_\_\_\_

**9. I am a judge, mediator or arbitrator.**

*If no, please skip to Question 10.*

*If yes, please answer 9.A and 9.B., then skip to Question 12.*

- Yes     No

**9A. Jurisdiction of Court**

- County     District     Administrative  
 Circuit     Federal     Other: \_\_\_\_\_

**9B. I have presided over a matter in which the applicant has appeared before me in court.**

- Yes     No

**10. My experience in the practice area in which the applicant has applied is:**

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**11. The following percentage of my law practice is devoted to the applicant's referenced area of specialty:**

- None     up to 25%     25- 50%     50% +

**12. Please use the ratings below to evaluate the applicant in comparison to other lawyers with whom you are familiar who practice in the same area of law in which the applicant has applied.**

**5 = Outstanding; 4 = Above Average; 3 = Average; 2 = Below Average; 1 = Poor; 0 = Unknown.**

**N/A = Not Applicable**

- a. Knowledge of substantive law: \_\_\_\_\_
- b. Ability to apply substantive knowledge to factual problems: \_\_\_\_\_
- c. Knowledge of procedural law: \_\_\_\_\_
- d. Preparation and completion of matters: \_\_\_\_\_
- e. Efficiency in the practice of law: \_\_\_\_\_
- f. Resourcefulness: \_\_\_\_\_
- g. Consideration of clients' interests: \_\_\_\_\_
- h. Reputation in the legal community as to character, ethical conduct and professionalism: \_\_\_\_\_
- i. Reputation in the legal community to handle matters: \_\_\_\_\_
- j. Courtesy towards court and counsel: \_\_\_\_\_
- k. If applicable, your opinion of the applicant's ability to try a case: \_\_\_\_\_
- l. If applicable, reputation in the legal community of the applicant's ability to try a case: \_\_\_\_\_
- m. If applicable, your opinion of the applicant's ability to handle complex matters: \_\_\_\_\_
- n. If applicable, effectiveness of court presentations: \_\_\_\_\_

Oral: \_\_\_\_\_  
Written: \_\_\_\_\_

13. Do you have knowledge of any incidents in the applicant's law practice which, in your opinion, reflect conduct which has been undignified or discourteous to the court or towards opposing counsel?  
 Yes       No  
If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
14. Do you have knowledge of any facts or circumstances that indicate the applicant is not presently able to represent clients with the competency and professionalism expected of a board certified lawyer?  
 Yes       No  
If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
15. Do you have knowledge of any incidents reflecting insufficient skills, knowledge, proficiency or ethics in the referenced specialty that would lead you to question the applicant's entitlement to board certification?  
 Yes       No  
If yes, please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
16. Please list the names and addresses of three other lawyers who might have particular knowledge about the applicant's practice in the referenced specialty and could be asked questions similar to those on this peer review form. Please do not list current partners or associates of the applicant.
1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

