

Information and Instructions for Filing a Complaint Under the Judicial Conduct and Disability Act

The following are general information and instructions regarding the filing of complaints under the Judicial Conduct and Disability Act, 28 U.S.C. §§ 351-364 (hereinafter “the Act”) in the Third Circuit. The procedures for the consideration and processing of complaints under the Act are governed by the national Rules for Judicial-Conduct and Judicial-Disability Proceedings. You should refer to these rules before filing your complaint.

- **Complaint Form**

- In order to file a complaint that is compliant with Rule 6 of the Rules for Judicial-Conduct and Judicial-Disability Proceedings, you may use the complaint form reproduced in the appendix to the national rules. See Rule 6(a), Rules for Judicial-Conduct and Judicial-Disability Proceedings. Whether or not you choose to use the complaint form, your complaint **must** contain a **concise** statement that details the specific facts on which the claim of misconduct or disability is based. See Rule 6(b), Rules for Judicial-Conduct and Judicial-Disability Proceedings. Generally, a complaint should not exceed five (5) single-sided and double-spaced pages.
- To be considered under Rule 6, the truth of the statements made in the complaint must be **verified in writing under penalty of perjury**.
- It is important that your complaint is complete at the time it is filed. It should state all of the facts which support your allegations of misconduct and/or disability. Supplements to the complaint should not be submitted. If further information is required, the Chief Judge will direct that a supplement to the complaint be filed.

- **Availability of Rules and Complaint Forms**

- The Rules for Judicial-Conduct and Judicial-Disability Proceedings and a complaint form are accessible on the Court’s website, www.ca3.uscourts.gov.

- **No Fee Required for Filing Complaints**

There is no filing fee for complaints of judicial misconduct or disability.

- **No Copies Required**

Only an original complaint of judicial misconduct or disability must be submitted for filing. Although copies of the complaint are not required, the Circuit Executive may request that the complainant submit copies of voluminous documents.

- **Where to Initiate Complaints**

Complaints against federal judges sitting within the Third Circuit must be sent to:

Circuit Executive, United States Third Circuit
22409 U.S. Courthouse
601 Market Street
Philadelphia, Pennsylvania 19106-1790

- **No Electronic Submission Permitted**

Because complaints must be signed and verified, claims of judicial misconduct or disability may not be filed electronically or by facsimile machine.

- **Where to File Petitions for Review**

A petition for review from a decision under the Act must be sent to:

Circuit Executive, United States Third Circuit
22409 U.S. Courthouse
601 Market Street
Philadelphia, Pennsylvania 19106-1790

- **No Supplements to Petitions for Review**

Supplements to Petitions for Review will not be accepted for filing.

- **Purpose and effective date of the Rules for Judicial-Conduct and Judicial-Disability Proceedings**

- The Rules for Judicial-Conduct and Judicial-Disability Proceedings were promulgated by the Judicial Conference of the United States to prescribe uniform national procedures for the consideration of claims of judicial misconduct or disability under the Act. These national rules became effective April 11, 2008.