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Robinson+Cole



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Pro Hac Vice Admission Required before Connecticut Agencies

In 2015, the Connecticut Supreme Court concluded that the Judicial Branch has the sole authority to license and regulate the general practice of law in Connecticut. *See Persels & Associates, LLC v. Banking Commissioner*, 318 Conn. 652 (2015). In light of this court opinion, Rule 2-16 of the Connecticut Practice Book has been revised.

Beginning January 1, 2017, an out-of-state attorney is required to file a written application to appear before any Connecticut municipal or state agency, commission, board, or tribunal.

The application requesting permission to appear *pro hac vice* must be made on a form prescribed by the chief court administrator and accompanied by an affidavit:

- certifying whether the applicant has a grievance pending against him or her in any other jurisdiction; has ever been reprimanded, suspended, placed on inactive status, disbarred, or otherwise disciplined; or has ever resigned from the practice of law and, if so, setting forth the circumstances concerning such action
- certifying that the applicant has paid the Client Security Fund fee due for the calendar year in which the application has been made
- designating the chief clerk of the Connecticut Superior Court for the judicial district in which the administrative proceeding will be conducted as his or her agent upon whom process and service of notice may be served
- agreeing to register with the Statewide Grievance Committee while appearing in the matter in Connecticut, and for two years after the completion of the matter in which the attorney appeared, and to notify the Statewide Grievance Committee of the expiration of the two-year period
- identifying the number of times the attorney has appeared *pro hac vice* in the Connecticut Superior Court or in any other Connecticut proceedings since first appearing *pro hac vice* in Connecticut, listing each such case or proceeding by name and docket number, as applicable
- providing any previously assigned juris number

For municipal or state agency proceedings, the application must be made to the administrative judge in the judicial district where the proceeding is to be conducted.

Unless excused by the judicial authority, a member of the Connecticut bar must be present at all proceedings and must sign all pleadings, briefs, and other papers filed with the local or state

administrative agency, commission, board, or tribunal.

Good cause for granting permission to appear *pro hac vice* is limited to facts or circumstances affecting the personal or financial welfare of the client, not the attorney. Such facts may include a showing that, by reason of a long-standing attorney-client relationship predating the subject matter of the proceeding, the attorney has acquired a specialized skill or knowledge with respect to the client's affairs important to the presentation of the proceeding or that the client is unable to secure the services of Connecticut counsel.

If you have any questions, please contact any member of Robinson+Cole's [Administrative Law](#) group listed below:

[Kenneth C. Baldwin](#) | [Joey Lee Miranda](#)

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