

Please contact the Monroe County Bar Association at 570-424-7288 or via email at info2@monroebar.org to advise us that you will be participating in the Mass Swearing In Ceremony.

PROCEDURES FOR THE SWEARING IN CEREMONY

1. New Admittee enlists a current member of the Bar to act as his/her sponsor.
2. The motion for admission, order and oath should be completed by the new admittee inserting the new admittee's name in the field as *Name of Petitioner* and inserting the sponsor's name in the field as *Name of Sponsor*. The motion for admission should be signed by the sponsor prior to the ceremony.
3. A copy of the new admittee's PA license *or* a copy of the admittance letter from the Supreme Court must be attached as exhibit "A" to the motion for admission.
4. The \$10 Law Library Fee must be paid. The receipt must be attached to the petition as exhibit "B" to the motion for admission. The fee may be paid at the office of Monroe County Bar Association.
5. The *signed* paperwork is brought to the swearing in ceremony by the sponsor. In turn, each sponsor presents the new admittee to the court giving a brief biography. After being presented to the court, please step to the side but remain standing.
6. After all new admittees have been presented to the court, the oath will be given by the presiding judge en mass.
7. **Each new admittee will sign sign the oath and all paperwork is then given to the judge.**
8. The paperwork will be forwarded to the Prothonotary's Office after the conclusion of the ceremony.