

- Use this form to add or change a supervising lawyer, or to extend the supervision of a current supervising lawyer.
- Page one must be completed by the Licensed Legal Intern.
- Page two, the supervising lawyer's declaration, must be completed by the supervising lawyer.
- If the Licensed Legal Intern is leaving a clinical program and the new supervisor is not part of a clinical program and the intern has not previously paid, the fee is \$50.
- **There is no fee to make changes to supervision if an application fee of \$50 has already been paid.**
- Please upload the completed forms to your Rule 9 user home page, under required forms & documents, under "change of supervision".

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Intern Name: \_\_\_\_\_ Intern ID No. \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address: \_\_\_\_\_

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**My current Rule 9 Licensed Legal Intern Card lists my supervisor(s) as:**

Supervisor: \_\_\_\_\_ Bar No.: \_\_\_\_\_ Supervision End Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Bar No.: \_\_\_\_\_ Supervision End Date: \_\_\_\_\_

**I wish my new card to read:**

Supervisor: \_\_\_\_\_ Bar No.: \_\_\_\_\_ Supervision End Date: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Bar No.: \_\_\_\_\_ Supervision End Date: \_\_\_\_\_

*An intern is permitted up to two supervisors from different offices. Each supervisor from a different office must submit a declaration. Supervisors from the same office are not required to be listed on the intern's ID card. See Washington Supreme Court APR 9(c) and (d)(9).*

Signature of Intern: \_\_\_\_\_ Date: \_\_\_\_\_

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*For office use only*

Prod. Code: INTERN\_CHANGEF 4001

Rule 9/Legal Intern Fees – 42270 – RSD

Date \_\_\_\_\_

Check no. \_\_\_\_\_ Amount \$ \_\_\_\_\_



## DECLARATION OF SUPERVISING LAWYER

To be completed by the Supervising Lawyer:

I, \_\_\_\_\_, Bar No. \_\_\_\_\_, hereby certify as follows:

- (1) I am an active member in good standing of the Washington State Bar Association and have not been subject to discipline as described in Washington Supreme Court Admission and Practice Rule (APR) 9(c)(2).
- (2) I have been engaged in the active practice of law for at least 3 years, having been admitted and licensed to practice in the State of Washington in the year \_\_\_\_\_. (If licensed in Washington for fewer than 36 months, provide a certificate from the other state bar to which you belong attesting to your admission date, continuous active status (at least prior to admission in Washington and current good standing.)
- (3) I am presently engaged in the active practice of law with:

\_\_\_\_\_ with offices at  
*Name of Firm / Organization or Law School Clinic*

\_\_\_\_\_  
*Mailing Address*

*The Licensed Legal Intern will be notified of the license effective date and legal intern ID number by letter to your office at the address on file with the WSBA.*

- (4) I agree to act as the supervising lawyer for:

\_\_\_\_\_ from Mo. \_\_\_\_ Day \_\_\_\_ Yr \_\_\_\_ until Mo. \_\_\_\_ Day \_\_\_\_ Yr \_\_\_\_ and will furnish such information and reports regarding the Licensed Legal Intern's practice as may be required.

- (5) I will faithfully supervise and direct the Licensed Legal Intern's practice and will comply with all provisions of Rule 9 of the Washington Supreme Court Admission and Practice Rules and will be responsible for the Licensed Legal Intern's conduct. I understand that providing adequate supervision is the ethical duty of a supervising lawyer and that failure to do so may be grounds for discipline.
- (6) This \_\_\_\_\_ is/ \_\_\_\_\_ is not a law school clinical education program that provides free legal services for low income clients.
- (7) Not including this intern, the number of interns I am currently supervising is \_\_\_\_\_. (No supervising lawyer shall supervise more than one Licensed Legal Intern at a time, except as provided for under Washington Supreme Court APR 9(f)(vi)(b) and (c)). *You must notify the WSBA in writing if your supervision of the Licensed Legal Intern ends prior to the date stated on your declaration.*
- (8) If the Licensed Legal Intern is also supervised by a lawyer from another office, I have contacted the other lawyer and we have determined that such concurrent supervision will not create a conflict of interest for the Licensed Legal Intern.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing information is complete, true and correct.

Dated \_\_\_\_\_, in \_\_\_\_\_  
City/State

\_\_\_\_\_  
Supervisor's Signature

