

### **Motion for Admission *Pro Hac Vice***

The Department of Public Utilities (“Department”) requires that counsel not licensed to practice within the Commonwealth of Massachusetts file a Motion for admission *Pro Hac Vice*, reciting his or her qualifications to appear before the Department. The motion should include counsel’s declarations that he or she:

- Is a member in good standing of the bar in every jurisdiction where he or she has been admitted to practice.
- Has not been the subject of any prior or pending disciplinary proceedings.
- Is familiar with, and will follow, the Department’s rules, procedures, timetables, and all Massachusetts Laws.

See sample Motion *Pro Hac Vice* below:

#### **COMMONWEALTH OF MASSACHUSETTS DEPARTMENT OF PUBLIC UTILITIES**

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[D.P.U.]

### **MOTION FOR ADMISSION *PRO HAC VICE***

[Moving Party’s Name] respectfully moves for admission *pro hac vice* of [Counsel’s Name] as counsel for [Party’s Name] in the above captioned proceeding. In support of this motion, [Party’s Name] states as follows:

1. That [Counsel’s Name] is an attorney with [Counsel’s Law Firm name and address], and is duly licensed to practice in the state[s] of [enter states].
2. That [he/she] is a member of the bar in good standing of every jurisdiction where he/she has been admitted to practice.
3. That [he/she] has not been the subject of any prior or pending disciplinary proceedings.
4. That [he/she] is familiar with, and will follow, the Department’s rules, procedures, timetables, and all Massachusetts laws.

WHEREFORE, [Party’s Name] respectfully requests that [Counsel’s Name] be admitted *pro hac vice* to appear on behalf of and act as counsel for [Party’s Name] in this case.

Respectfully Submitted,  
[Party's Name]

By its attorney:

[Date]

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[Counsel's name and signature]