



Supreme Court – Clerk’s Office

Licht Judicial Complex
250 Benefit Street
Providence, RI 02903

Employment Verification – Rule 1 and 1B Applicants

Instructions to Applicants: Article II, Rule 1 and Rule 1B of the Supreme Court Rules for Admission of Attorneys and Others to Practice Law applicants shall submit this form for completion to every employer where the applicant has worked full or part-time for six (6) months or longer. For law-related employers, the applicant shall submit this form to all employers regardless of when the applicant worked there. For non-law-related employers, the applicant shall submit this form to all employers where the applicant has worked for the last ten (10) years or from the age of eighteen (18), whichever period of time is shorter.

Rule 1 and Rule 1B applicants shall submit the **partially** completed copies of the forms sent to references with the Petition for Admission to the Rhode Island Bar as proof that the employment verification form has been sent to the employer for completion. **Do not collect and upload completed forms by the employer as part of the Petition. Employers are to send forms directly to the Supreme Court and not through the applicant.**

Notice to Employers: Please promptly return this completed form to the Committee on Character and Fitness at the address above via United States mail. Electronic submissions are not acceptable. The authorization and release executed by the below applicant is on file in this office. Contact this office at ribarexam@courts.ri.gov should you require the authorization and release signed by the applicant to complete this form.

<i>To be Completed by Applicant</i>	
Applicant’s Name:	Type of Admission: Examination in <input type="checkbox"/> February of 20____ or <input type="checkbox"/> July of 20____
Date of Birth:	<input type="checkbox"/> Transfer of Uniform Bar Examination Score
Employer Name and Address:	Dates of Employment:

Your answers to the following questions will be appreciated by the Committee on Character and Fitness before which the application is pending.

1. Has the applicant correctly stated the term of employment by you? ☐ Yes ☐ No

2. List applicant’s job title: _____

3. Address of office location where applicant worked if different than address provided above:

4. What do your records show as to the applicant's:

a. Honesty? _____

b. Integrity? _____

c. General Conduct? _____

5. Was the applicant ever reprimanded, demoted, disciplined, terminated, or cautioned for tardiness, absenteeism, or unsatisfactory job performance while in your employ?

☐ Yes ☐ No

If yes, please explain. _____

6. Why did the applicant leave your employment? _____

7. While in your employ, was the applicant worthy of trust and confidence? ☐ Yes ☐ No

If no, please explain. _____

8. Please state any facts favorable or unfavorable to the applicant not covered by the foregoing questions that you think should be made known to the Committee in connection with its duty to determine whether the applicant is worthy of the highest trust and confidence.

Preparer's Name in Print: _____ Preparer's Title: _____

Telephone: _____ Email: _____

Preparer's Signature: _____ Date: _____