

**CHANGE OF EMPLOYMENT**  
**(In-House Counsel)**

*\*\* For attorneys admitted to practice pursuant to Rule 1:27-2\*\**

APPLICANT ID NUMBER: IHC: \_\_\_\_\_

Name: \_\_\_\_\_

Former Employer: \_\_\_\_\_

Company Name

Address

City

County

State

Zip Code

Effective Date of Termination of Employment: \_\_\_\_\_

Current Employer: \_\_\_\_\_

Company Name

Address

City

County

State

Zip Code

Effective Date of New of Employment: \_\_\_\_\_

Current Business Phone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Complete all 5 pages and send originals to:**

Secretary, Board of Bar Examiners  
ATTN: In-House Counsel  
Change of Employment  
PO Box 973  
Trenton, NJ 08625-0973  
(USPS mail)

Secretary, Board of Bar Examiners  
ATTN: In-House Counsel  
Change of Employment  
Hughes Justice Complex, 8<sup>th</sup> Floor, North Wing  
25 Market Street  
Trenton, NJ 08625  
(Commercial carrier deliveries)

STATE OF NEW JERSEY  
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25 W. MARKET STREET, 8TH FLOOR NORTH WING  
TRENTON, NJ 08611  
www.njbarexams.org

**CERTIFICATION OF APPLICANT – CHANGE OF EMPLOYMENT**

I, \_\_\_\_\_, do hereby certify that I have previously applied for a limited license to practice as in-house counsel in New Jersey under Rule 1:27-2 and that:

1. I am a member of the Bar in good standing in the following jurisdictions:

_____	_____
_____	_____
_____	_____

2. I have (check appropriate box):

- Not been the subject of attorney disciplinary action in any jurisdiction; or
- Been the subject of attorney disciplinary action in a jurisdiction, as follows (append additional pages if necessary):

_____	_____	_____	_____
Jurisdiction	Date	Nature of Violation	Disposition
_____	_____	_____	_____
_____	_____	_____	_____

I am appending a copy of the complete record of all such actions to my Certified Statement of Applicant;

3. There are (check appropriate box):

- No disciplinary actions pending against me in any jurisdiction; or
- Disciplinary action(s) pending against me in a jurisdiction, as follows  
(append additional pages if necessary):

Jurisdiction	Date	Nature of Violation	Current Status
Jurisdiction	Date	Nature of Violation	Current Status

I am appending a copy of the complete record of all such actions to my Certified Statement of Applicant;

4. I am employed by and perform legal services in New Jersey solely for:

Company Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

City/State/Zip \_\_\_\_\_

Telephone Number \_\_\_\_\_

and;

5. I will practice law according to Rule 1:27-2 as in-house counsel exclusively for the foregoing organization.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
[Print Name of Applicant]

Dated: This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

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**CERTIFICATION OF EMPLOYER - CHANGE OF EMPLOYMENT**

*Under Rule 1:27-2(a), an "In-House Counsel" is defined as a "lawyer who is employed in New Jersey for a corporation, a partnership, association, or other legal entity (taken together with its respective parents, subsidiaries, and affiliates) authorized to transact business in this State that is not itself engaged in the practice of law or the rendering of legal services outside such organization, whether for a fee or otherwise, and does not charge or collect a fee for the representation or advice other than to entities comprising such organization." All In-House Counsel who are not members of the New Jersey Bar are required to obtain a limited license under Rule 1:27-2. Pursuant to Rule 1:27-2(d), "in-house counsel shall not appear as Attorney of Record for his or her employer, its parent, subsidiary, or affiliated entities in any case or matter pending before the court of this State, except pursuant to Rule 1:21-1(c) and Rule 1:21-2."*

*Among the requirements of Rule 1:27-2 is the following certification, which must be completed by "an officer, director or general counsel" of the applicant's employer.*

I, \_\_\_\_\_, hereby certify that I am an  
officer/director/general counsel (circle one) of \_\_\_\_\_  
(Name of Business Entity)

of \_\_\_\_\_; that \_\_\_\_\_ is  
(City, State) (Name of Applicant-Employee)

employed as an in-house lawyer with our company and has been so employed since

\_\_\_\_\_  
(Month/Day/Year)

I further certify that the applicant is of good moral character and that the nature of the above applicant's employment conforms to the requirements of Rule 1:27-2.

I understand that this attorney is not permitted to appear as the attorney of record, may not file pleadings and may not appear in any Court in New Jersey without being admitted with a plenary license by taking the New Jersey Bar Examination, or on a per case pro hac vice basis, pursuant to Rule 1:21-2.

I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

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Signature of Officer/Director/General Counsel

---

[Print Name of Officer/Director/General Counsel]

Dated: This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_