

FILED

August 24, 2023

CLERK, U.S. DISTRICT COURT
WESTERN DISTRICT OF TEXAS

**IN THE UNITED STATES DISTRICT COURT
FOR THE WESTERN DISTRICT OF TEXAS
EL PASO DIVISION**

BY: CSanchez
DEPUTY

**IN THE MATTER OF §
ENTRIES OF APPEARANCE § ALL CASES
AND SUBSTITUTIONS OF COUNSEL §**

**STANDING ORDER REGARDING ENTRIES
OF APPEARANCE AND SUBSTITUTIONS OF COUNSEL**

In addition to complying with all applicable provisions of the Federal Rules of Civil Procedure, Federal Rules of Criminal Procedure, and the Local Rules, **IT IS HEREBY ORDERED** that counsel shall file an Entry of Appearance and any Substitution as follows:

A. CIVIL

Counsel shall file an Entry of Appearance in all civil cases, except that counsel who files a complaint, answer, motion to dismiss, or notice of removal shall not be required to file a separate Entry of Appearance and will automatically be entered as counsel of record.

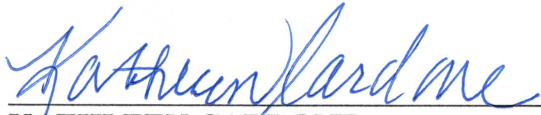
B. CRIMINAL

Counsel shall file an Entry of Appearance in all criminal cases unless counsel has been appointed as counsel of record (CJA).

Counsel seeking to substitute as counsel of record shall file a motion specifying the reasons for substitution and shall include the following three signatures: the defendant, outgoing counsel, and incoming counsel. The defendant's signature shall be an original, non-digital, "wet ink" signature or a scanned copy of such; however, counsel's signature may be an electronic or digital signature.

IT IS SO ORDERED.

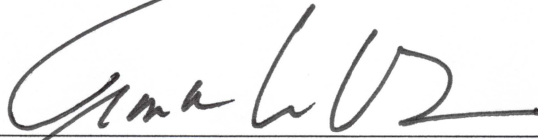
SIGNED ON THIS 24th DAY OF August, 2023.



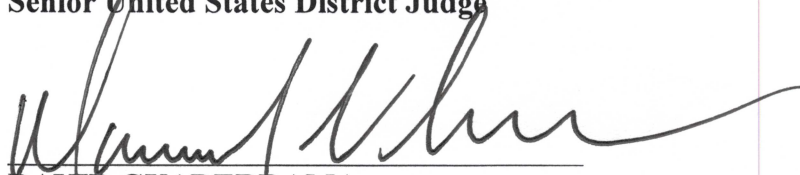
KATHLEEN CARDONE
United States District Judge



DAVID BRIONES
Senior United States District Judge



FRANK MONTALVO
Senior United States District Judge



DAVID GUADERRAMA
Senior United States District Judge