



# MINNESOTA JUDICIAL BRANCH

## SCOTT COUNTY CONCILIATION COURT REFEREE APPLICATION (FIRM)

Please complete the following information:

Name of Firm: \_\_\_\_\_

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

Primary Firm Contact for Referees: \_\_\_\_\_

Telephone of Contact: \_\_\_\_\_

Email Address of Contact: \_\_\_\_\_

Proposed Attorney	Attorney License Number	Primary Practice Area	Years in Primary Practice	Years as Licensed Attorney

1. The Firm acknowledges that their client base would not create a frequent conflict in the type of cases most commonly heard in Conciliation Court (e.g. credit card debt, landlord/tenant matters).  Yes  No
2. Include with the application a resume and three professional references for each proposed referee.
3. The Firm agrees to send proposed referees to a one-day training provided by the State and a one-half day training by Scott County. The Firm further agrees to commit to the appointment for a minimum of 2 years.

4. Please send your completed application and supporting documents to:

Vicky Carlson, Court Administrator  
Scott County District Court  
200 4<sup>th</sup> Avenue West  
Shakopee, MN 55379

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date