



Oregon

Tina Kotek, Governor

OFFICE OF ADMINISTRATIVE HEARINGS

PO Box 14020
Salem, OR 97309

Pro Hac Vice Instructions

Please attach the following documents to the original of the Certificate of Compliance for Pro Hac Vice for cases only before the Office of Administrative Hearings:

1. A recent Certificate of Good Standing from the Bar association or highest court in the out-of-state attorney's home jurisdiction; and
2. A certificate of insurance covering the out-of-state attorney's practice of law in this state and providing professional liability insurance.

Please refer to [OAR 137-003-0550](#) and [UTCR 3.170](#) for further information regarding these requirements.

The Certificate of Compliance and attachments should be mailed to the Agency involved in your hearing, with a copy sent to the Office of Administrative Hearings, PO Box 14020, Salem, OR 97309 or emailed. Your application will be reviewed by either the Agency or by an Administrative Law Judge of the Office of Administrative Hearings if the Agency has delegated that authority to the Office of Administrative Hearings.

Please send to rema.a.bergin@oregon.gov . If you need further assistance, please contact the Office of Administrative Hearings at the email address above.