



VOLUNTARY RESIGNATION FORM INSTRUCTIONS

To voluntarily resign your license from the State Bar of California, the Voluntary Resignation form must be completed and submitted to the State Bar of California's Division of Regulation. Please carefully read all the information and instructions below before completing and submitting your form.

WHAT YOU NEED TO KNOW BEFORE SUBMITTING YOUR FORM

The State Bar does not have a "retired" status. If you are no longer practicing law in California and do not wish to retain active status, do not simply let your license "lapse". Nonpayment of annual fees owed will result in a suspension on your permanent record. You have the options of either transferring to voluntary inactive status or resigning your license completely.

Please note that attorneys who transfer to inactive status are not billed annual fees for the year in which they turn 70 years of age by March 30, or for all subsequent years as long as they remain on inactive status. Attorneys may remain on inactive status indefinitely, and it is quite easy to transfer back to active status in the future by confirming one-time compliance with the re-fingerprinting requirement of CA Rule of Court 9.9.5, completing the Client Trust Account Protection Program reporting requirements if applicable, submitting the current transfer request form, and paying the active status licensing fees for that year minus any inactive fees already paid.

Resignation, however, should be considered a permanent step, for attorneys who are certain they would not wish to practice law in California again. Readmission after resignation would require a [reinstatement petition](#) in the State Bar Court, an expensive and time-consuming process which usually entails retaking most of the bar exam. The State Bar Court opinion *In Re Cohen SBC 05-R-05144-JMR*, involving a lawyer who resigned and then later sought reinstatement, describes the consequences of resignation and the process for reinstatement by a licensee who resigned "in haste"... and "with the mistaken belief that he would not need to utilize his law training in the future". Please take some time to read the [Cohen decision](#) and [reinstatement fact sheet](#).

NOTE: Resigning your license will not cause the removal of your online public profile from the State Bar's website. California law requires the bar to maintain the roll of all attorneys ever admitted to practice law in California, regardless of status, and to make public certain official records via our website, including a reliable mailing address (which may be a PO Box).

SUBMISSION INSTRUCTIONS

- Prior to completing and submitting your Voluntary Resignation form, please read all the provided instructions.
- Your Voluntary Resignation form must be accompanied by a copy of one piece of identification. Accepted examples: driver's license, passport, California ID card, military ID card, and birth certificate.
- Complete your Voluntary Resignation form through DocuSign.
- Alternatively, you may submit the completed form, in PDF format, as an attachment to the [Licensee Records and Compliance Inquiry form](#).
- Please do not make any notes or alterations on the Voluntary Resignation form as this may result in rejection by the State Bar Court.
- If we have any questions about your form, please provide the best email address to reach you. The email address you provide on this form will be used for State Bar communications **related to this form only** and will **not** update or be part of your public record. To update your email address on record with the State Bar, please visit your online [My State Bar Profile](#). However, on item six of the Voluntary Resignation form, you can provide an address for future communications to be directed. If the address you provide is not your current address on your official State Bar record, execution of the declaration will change your address for such purpose.

Bar Number
Full Name
Contact Preference Email
Your form must be accompanied by a copy of one piece of identification. Identity document attached:

WHAT TO EXPECT AFTER YOU HAVE SUBMITTED YOUR FORM

- Your resignation will not be effective unless and until it is accepted by the Supreme Court of California, a process that may take three or more months, after which you will be mailed a copy of the order accepting your resignation.

By signing below, you indicate that you have read the required instructions and have familiarized yourself with the steps required to complete the Voluntary Resignation form.

Attorney Signature _____ **Date** _____

VOLUNTARY RESIGNATION

I, _____, a licensee of THE STATE BAR OF CALIFORNIA
(Bar No. _____), having been admitted to practice in the State of California on the _____ day of
_____, _____, do hereby tender my resignation as a licensee of said State Bar and relinquish
my law license issued by the California Supreme Court. (Rules of the State Bar, rule 2.45.)

In tendering this voluntary resignation, I hereby declare that:

1. I am not currently suspended from the practice of law as a result of the imposition of discipline by the California Supreme Court, nor subject to (a) a period of disciplinary probation; (b) conditions attached to a public or private reproof; or (c) the terms of an agreement in lieu of discipline with the Office of Chief Trial Counsel.
2. To my knowledge, I am not currently the subject of any disciplinary complaint, investigation or proceeding by a professional licensing agency in California or other jurisdiction.
3. I am not currently charged with the commission of any felony or misdemeanor and have no knowledge that I am the subject of a current criminal investigation or grand jury proceeding for the alleged commission of a felony or misdemeanor in any jurisdiction.
4. I have not been convicted of any crime for which I have failed to notify the State Bar pursuant to Business and Professions Code section 6068(o)(5).
5. Unless otherwise authorized by law: (i) I currently have no clients nor am I involved in any pending legal matters; and (ii) I have no paperwork, files or property to which clients are entitled, nor have I any client fees that are unearned and that must be refunded.
6. Future communications may be directed to me at the following address. [Please note that if this is not your current address on your official State Bar licensee records, execution of this declaration will change your address for such purpose. See Bus. & Prof. Code § 6002.1, subd. (b).]

I agree that upon tendering this resignation to The State Bar of California I will be placed on not eligible to practice status and I will be ineligible to practice law or to advertise or hold myself out as practicing or entitled to practice law in California, unless such conduct is otherwise authorized by law and does not constitute the unlawful practice of law in California. I further acknowledge that my resignation from The State Bar of California is not effective unless and until it is accepted by the California Supreme Court.

I understand that any false statement made by me in tendering this resignation may result in an order denying or vacating my resignation, that it constitutes a cause for disbarment or suspension and that it may be punished as a contempt or a crime.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed this _____ day of _____, 20 _____ at _____
City, State

Signature