

## **NOTICE TO THE BAR**

### **Re: Defaults Scheduled for Review by the Disciplinary Review Board**

The following matters have been certified to the Disciplinary Review Board as defaults, in accordance with R.1:20-4(f):

In the Matter of Lois Anne Wood Docket No. DRB 04-064  
In the Matter of E. Lorraine Harris Docket No. DRB 04-080  
In the Matter of Richard A. Girdler Docket No. DRB 04-083  
In the Matter of Kevin R. Shannon Docket No. DRB 04-092

These matters are scheduled to be reviewed by the Board on Thursday, April 15, 2004. R.1:20-4(f) provides that an attorney-respondent's failure to timely file an answer "shall be deemed an admission that the allegations of the complaint are true and . . . provide sufficient basis for the imposition of discipline." Although chances for a successful motion are limited, a motion to vacate the default may be filed with the Board by no later than April 5. **MOTIONS RECEIVED AFTER THE DEADLINE WILL NOT BE REVIEWED BY THE BOARD.** The motion should specify why the attorney-respondent failed to file a timely answer (including lack of notice) and should set forth any claimed meritorious defenses to the ethics charge. The motion must also be simultaneously served on the Director of the Office of Attorney Ethics and, where appropriate, the district ethics committee responsible for the underlying ethics matter. A certification regarding that service must accompany any documents filed with the Board.

Respondents may communicate with the Board by contacting the Office of Board Counsel at:

P.O. Box 962  
Trenton, NJ 08625  
Telephone: 609-292-1012

Dated: March 22, 2004  
Julianne K. DeCore  
Chief Counsel  
Disciplinary Review Board