

**CHECKLIST
FILING NOTICE OF APPEAL**

IF BY MAIL, ADD 3 DAYS TO RESPONSE TIME

SERVE ON OPPOSING PARTY OR OPPOSING COUNSEL

1. ☐ Copy of Notice of Appeal to Court of Appeals
2. ☐ Copy of Appellant's Statement of the Case
3. ☐ Copy of certified copy of order or judgment
4. ☐ Copy of Cost Bond
5. ☐ Copy of Supersedes Bond (if any)

FILE WITH THE CLERK OF THE TRIAL COURT

1. ☐ Copy of the Notice of Appeal
2. ☐ Original of Cost Bond or written waiver (see Rule 107)
3. ☐ Original of Supersedes Bond, if any, required by Rule 108
(Filing fee is no longer required)

FILE WITH THE CLERK OF APPELLATE COURTS

1. ☐ Original and 1 copy of Notice of Appeal which:
 - a. States and describes the judgment or order from which the appeal is being taken
 - b. Gives names, addresses and phone numbers of opposing counsel and parties they represent
2. ☐ Original and 2 copies of Statement of the Case pursuant to Rule 133.03
3. ☐ Certified copy of judgment or order
4. ☐ Copy of cost bond
5. ☐ Proof of service on adverse party
6. ☐ Proof of service on clerk of trial court
7. ☐ Check for filing fee (\$200 as of 9/20/91)