

FORMS NEEDED TO BEGIN AN APPEAL (Civil Cases)

Required Forms

_____ **Notice of Appeal (Form 3.1NCV)**

An appeal begins by filing a notice of appeal with the clerk of the trial court within the time allowed by Appellate Rule 4 (usually 30 days). For information as to *where* to file the notice of appeal, review Chart 1. **This is a required form.**

_____ **Docket Statement (Form 3.1DCV)**

The purpose of the docket statement is to assist the Court in issuing a scheduling order. It must be completely filled out. The failure to file a completed docket statement may result in the dismissal of the appeal. You must serve a copy of this document on the opposing party. **This is a required form.**

Optional Form

_____ **Civil Fee Waiver Affidavit (Form 20)**

If you are indigent and unable to pay the deposit on court costs when filing an appeal, you may complete this affidavit. This form must be notarized.