

FORMS NEEDED TO BEGIN AN APPEAL (Criminal Cases)

Required Forms

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

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 3.1DCR)**

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 Forms

_____ **Affidavit of Indigency (Form 3.1)**

If you are unable to pay for an appeal and can prove this fact (or were found to be indigent by the trial court), you may file this form. It must be notarized.

_____ **Motion to Appoint Counsel (Form 3.4)**

You may fill out this form if you are indigent and unable to employ counsel. You must serve a copy of this motion on the prosecutor's office.

_____ **Motion to Prepare Transcripts of Proceedings at State's Expense (Form 9)**

This form is to be used if you are indigent and unable to pay the costs of the preparation of transcripts. There is a right to transcripts at State's expenses only in certain cases.

_____ **Motion for Delayed Appeal (Form 5)**

This form is to be used only if you are past your 30 day time limit to file your notice of appeal. You must serve a copy on the prosecutor's office.