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Case Number: SC/AC _____

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No Electronic Access
See Practice Book sec. 60-7 (c)

Case Name: _____

Yes	No		Yes	No	
___	___	Appellant Brief (Blue) w/ attached appendix ___	___	___	Cross Appellee/Appellant Reply (White)
___	___	Timely Filed (Previous Return Date _____)	___	___	Timely Filed (Previous Return Date _____)
___	___	35 pages or less	___	___	40 pages or less
___	___	Additional ___ pages approved	___	___	Additional ___ pages approved
___	___	Appellee Brief (Pink) w/ attached appendix	___	___	Reply Brief (White)
___	___	Timely Filed (Previous Return Date _____)	___	___	Timely Filed (Previous Return Date _____)
___	___	35 pages or less or	___	___	15 pages or less
___	___	Additional ___ pages approved	___	___	Additional ___ pages approved
___	___	Appellee/Cross Appellant Brief (Pink)	___	___	Amicus Curiae Brief (Green)
___	___	Timely Filed (Previous Return Date _____)	___	___	Permission/Invitation for Amicus Brief
___	___	50 pages or less	___	___	Timely Filed (Previous Return Date _____)
___	___	Additional ___ pages approved	___	___	10 pages or less (Add'l ___ Pages Granted)
			___	___	Required footnote 1 (P.B. sec. 67-7)

Brief Cover and Contents

___	___	Case Caption/Court Name/Docket Number
___	___	Counsel Information (Appearances)
___	___	Counsel Information (Phone # and e-mail)
___	___	Counsel on brief <i>has</i> appearance
___	___	Table of Contents
___	___	Table of Authorities
___	___	Statement of Issues
___	___	Statement of Proceedings/Facts
___	___	Argument
___	___	Conclusion Stating Precise Relief Sought
___	___	Signature

Supplemental Brief (Same as Original)

___	___	Timely Filed (Previous Return Date _____)
___	___	Compliant number of pages (see order)
___	___	*Check for distribution*

Copies of Briefs and Appendices

___	___	Supreme Court Original plus 15 copies
___	___	Appellate Court Original plus 10 copies

Electronic Filing

___	___	Electronic confirmation receipt
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Brief Format

___	___	12 point Arial or Unifers (body and footnotes)
___	___	Brief pages single sided
___	___	Brief text is double-spaced
___	___	Footnotes 12 point font
___	___	Brief securely fastened along left side
___	___	Pages numbered (bottom, center of page)

Appendix Part 1 - Number of volumes ___
(Required for non-incarcerated Appellants)

___	___	Table of Contents
___	___	Trial Court docket entries
___	___	Complaint, relevant pleadings/motions/orders
___	___	Memo of decision/signed transcript
___	___	Jury interrogatories/verdict form
___	___	Judgment file signed by trial court
___	___	Appeal form
___	___	Appellate Court opinion (if cert granted)
___	___	Order granting certification (SC only)
___	___	Docketing Statement
___	___	Pages numbered (bottom, center of page)

Transcript

___	___	Paper copy of transcript ordered by submitting party is enclosed or was previously filed
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*If administrative appeal, see P.B. sec. 67-8A (a) for additional requirements.

Appendix Part 2 (optional)

___	___	Table of contents
___	___	Pages numbered (bottom, center of page)

Certifications

___	___	The brief and appendix have been redacted or do not contain any names or other personal identifying information that is prohibited from disclosure by rule, statute, court order, or case law; and
___	___	A copy of the brief and appendix was sent to each counsel of record in compliance with sec 62-7 (incl. names & contact info); and
___	___	The brief and appendix filed with the appellate clerk are true copies of the brief and appendix that were submitted electronically; and
___	___	The brief and appendix comply with all provisions of this rule (P.B sec. 67-2).

ANY BRIEF AND APPENDIX CORRECTING A NON-COMPLYING ITEM CHECKED ABOVE MUST BE UPLOADED AGAIN BY FILING COUNSEL. DO NOT TITLE THE REFILED ITEM "CORRECTED" OR "AMENDED". (Rev. 11/4/19)