



General Requirements (Local Rule 19(A))

- Typed
- Double-spaced
- Original not bound
- Footnotes limited
- Do not use “appellant” and “appellee”
- Do not use names of minors or victims

Appellant’s Brief/Appellee’s Brief (Local Rule 16(A) and (B))

Cover page

- Case caption with parties labeled
- Case number
- Appellant’s Brief/Appellee’s Brief
- Names and contact information
- Oral argument requested?
- Expedited Appeal?

- Table of Contents
- Table of Cases, Statutes, and Authorities
- Statement of Assignments of Error

- | | |
|--|----------------------|
| <input type="checkbox"/> Statement of the Issues Presented | Appellee
may omit |
| <input type="checkbox"/> Statement of the Case | |
| <input type="checkbox"/> Statement of the Facts | |

Argument and Law

- Assignments of Error argued separately
- Standard of Review for each assignment of error
- Conclusion
- Certificate of Service

Appendix – only the following

- Judgment entry appealed
- Opinion announcing decision
- Findings of fact and conclusions of law
- Magistrate decisions referenced in the judgment
- Pages sequentially numbered

Reply Brief (Local Rule 16(C))

Cover page

- Case caption with parties labeled
- Case number
- Appellant’s Reply Brief
- Names and contact information
- Expedited Appeal?

- Table of Contents
- Table of Cases, Statutes, and Authorities
- Statement of Assignments of Error

Argument and Law

- Assignment of error argued separately
- Standard of review
- Conclusion
- Certificate of Service

Appendix – only the following

- New appropriate appendix materials not attached to Appellant’s Brief

Brief Length – Page Length *or* Word Count (Local Rule 19(B))

Page Length Alternative

- 30-page limit (10 for reply brief)
- Numbering starts on page with statement of the assignments of error and ends on the page containing the proof of service

o
r

Word Count Alternative

- Brief shall not exceed 9,000 words (3,000 words for reply brief)
- Excludes cover page, table of contents, table of authorities, proof of service, certificate of compliance, and appendix
- At least 14-point typeface
- Certificate of compliance