

# United States District Court, District of Utah

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Updated 9/30/2014

## Appeal Information for Pro Se Parties

- Appeals in the federal courts follow the Federal Rules of Appellate Procedure.
- To begin an appeal, the party appealing an order and/or judgment has 30 days to file a Notice of Appeal in a Civil case, and 14 days in a Criminal case.
- A **Notice of Appeal** must:
  - Be filed 14 or 30 days from the date of entry of order/judgment,
  - State which party is filing the appeal,
  - State which order/judgment is being appealed, and
  - State the name of the court the case is being appealed to.
- Filing Fee for a new appeal is \$505.
  - Initial payment of filing fee can be waived by filing an Application to Proceed Without Prepayment of Fees and Affidavit. This form is filed in the District Court with the Notice of Appeal.
- Once the Notice of Appeal is filed, the District Court Clerk's office will forward the record to the Court of Appeals.
- All case inquiries regarding an appeal should be directed to the Tenth Circuit Court of Appeals.
  - Clerk's Office Main Phone: (303)844-3157
  - Team 2 (Oklahoma, Kansas, Utah): (303)335-2728
- The Tenth Circuit Court's website has a section dedicated to Unrepresented Parties to assist those wishing to pursue an appeal without an attorney. The web address for the Tenth Circuit is: <http://www.ca10.uscourts.gov/>