

RECORD HAS BEEN RETURNED

VERBALLY CONFIRM RECORD HAS BEEN RETURNED TO TRIAL COURT (Civil Cases)

TIMELY FILING OF BRIEFIf a brief is untimely, a motion under **Rule 22** will be mandatory for permission to file a late brief.**CORRECT NUMBER OF COPIES**

1. Supreme Court: **10** copies, one containing original signature
2. Court of Appeals: **8** copies, one containing original signature

LENGTH (Excluding Addendum)

1. Appellant: 14,000 words or less / 1,300 lines of text or less or 30 pages (if no compliance)
2. Appellee: 14,000 words or less / 1,300 lines of text or less or 30 pages (if no compliance)
3. Appellant Reply: 7,000 words or less / 650 lines of text or less or 15 pages (if no compliance)
4. Guardian ad Litem or Intervenor: 14,000 words or less / 1,300 lines of text or less or 30 pages (if no compliance)
5. Amicus Curiae: 14,000 words or less / 1,300 lines of text or less or 30 pages (if no compliance)
6. Appellant/Cross-Appellee: 14,000 words or less / 1,300 lines of text or less or 30 pages (if no compliance)
7. Appellee/Cross-Appellant: 16,500 words or less / 1,500 lines of text or less or 35 pages (if no compliance)
8. Appellant/Cross-Appellee Response: 14,000 words or less / 1,300 lines of text or less or 30 pages (if no compliance)
9. Appellee/Cross-Appellant Reply: 7,000 words or less / 650 lines of text or less or 15 pages (if no compliance)

CERTIFICATE OF COMPLIANCE - stating either the number of words or number of lines**SIZE AND BINDING****PRINTING REQUIREMENTS**

1. Proportionally spaced typeface must be **13-point** or larger for both text and Footnotes; mono-spaced typeface may not contain more than 10 characters per inch.
2. Print on both sides of the page.
3. Double-spaced; 1 ½ spacing is unacceptable.
4. 1" margin on all sides

COVER REQUIREMENTS

1. Color: Appellant: **Blue** Appellant/Cross-appellee Response: **Gray**
Appellee/Cross-appellant: **Red** Appellee/Cross-appellant Reply: **Gray**
Amicus, Intervenor, Guardian: **Green**
2. Name of counsel and parties represented
 - a. Counsel filing brief on **lower right**
 - b. Opposing counsel on lower left

CONTENT REQUIREMENTS - IN ORDER STATED

List of all parties

Table of Contents with page references

Table of Authorities

Jurisdictional Statement (**Mandatory for Appellant**)Statement of Issues & Standard of Review (**Mandatory for Appellant**)

1. Citation to record showing issue preserved in Trial court; **or**
2. Statement of grounds for seeking review of issue not preserved in Trial Court

Constitutional or Statutory Provisions

Statement of Case (**Mandatory for Appellant**)

Statement of Facts

Summary of Argument

Argument

Conclusion

Signature of counsel of record OR party if Pro Se

Proof of Service

Addendum: Findings of fact; memorandum decision; final order; Court of Appeals opinion when Petition for Certiorari is granted (**Mandatory for Appellant**)

Brief on Disc (due 14 days following filing of brief. Refer to Standing Order 8.)

PLEASE NOTE: A brief may be rejected or lodged for non-compliance under **Rule 22, 24, 26 or 27.**