notice of appeal

Checklist

# Before appealing

[ ]  Is this order appealable under 7B-1001(a)?

[ ]  ALWAYS file a Notice to Preserve the Right to Appeal any order ceasing reunification.

[ ]  Does the client understand that he/she is subject to having to reimburse the state for attorneys’ fees? (More information is found on the back of the Affidavit of Indigency form.)

[ ]  Have you explained to the client that there is no new hearing on appeal?

# PREPARING THE NOTICE OF APPEAL

[ ]  Choose the sample notice of appeal from our website that matches the type of order you are appealing. If you’re unsure, contact our office. (Using the **wrong form** could result in **dismissal** of the appeal!)

[ ]  Obtain the client’s signature. (Do NOT file it without the client’s signature.)

[ ]  Send an appeal notification form (IDS-030), copy of the order and notice of appeal, to our office.

[ ]  Prepare a certificate of service.

# FILING THE NOTICE OF APPEAL

[ ]  File the notice of appeal with the Juvenile Clerk in your county **no later than 30 days** from the date the order was filed.

[ ]  Serve the notice of appeal on all counsel and *pro se* parties (including guardians).

[ ]  If you haven’t notified the Office of Parent Representation, do so now.

# After FILING THE NOTICE OF APPEAL

[ ]  Follow up with our office if you don’t receive an email within one week assigning appellate counsel.

[ ]  Complete and return the information sheet that is sent to you.

[ ]  Assist appellate counsel as requested.

[ ]  Keep appellate counsel updated on any trial level developments.

A more detailed document entitled, “**MY CLIENT WANTS TO APPEAL, NOW WHAT DO I DO?**” is available on our website under “How To Appeal”: <http://www.ncids.org/ParentRepresentation/Forms/TrialLevelForms/TrialFormsLinks.htm>