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>