

IN THE MUNICIPAL COURT FOR
LAKEWOOD / UNIVERSITY PLACE / STEILACOOM / DUPONT
PIERCE COUNTY, STATE OF WASHINGTON

- Lakewood
- University Place
- Steilacoom
- DuPont

Case No: _____

Plaintiff,

vs.

NOTICE OF RALJ APPEAL

Defendant

TO: ABOVE PLAINTIFF (a copy of this notice must immediately be served on the plaintiff)

IDENTITY OF PARTY APPEALING

COMES NOW the defendant who seeks review by the Pierce County Superior Court of the above mentioned Lakewood/University Place/Steilacoom/DuPont Municipal Court conviction or sentence.

TYPE OF CASE APPEALED

Defendant was convicted of: _____.

DESIGNATION OF DECISION(S)

Defendant wants the following decision(s) reviewed:

_____.

IDENTITY OF PARTIES

Defendant's Mailing Address

City State ZIP

(____) _____

Phone Number

_____ Defendant moves the court for representation on appeal by a court-appointed attorney because defendant is financially unable to obtain a lawyer without causing a substantial hardship to defendant or to defendant's family.

_____ Defendant will retain private counsel or represent him or herself on appeal.

Dated this _____ day of _____, 20__

DEFENDANT SIGNATURE

APPEAL INSTRUCTIONS

IMPORTANT NOTICE: Clerks can only provide limited assistance. Therefore, you may wish to speak with an attorney. The procedures for perfecting an appeal from the Municipal Court are provided for in the Rules for Appeal of Decisions of Courts of Limited Jurisdiction (RALJ) and may be found at http://www.courts.wa.gov/court_rules/. The RALJ generally provide that:

CRIMINAL APPEAL: Within thirty days of the final decision of the Municipal Court, the defendant/appellant must file a Notice of Appeal with the Municipal Court. The defendant/appellant must immediately serve a copy of the notice on all other parties. The Clerk of Municipal Court shall immediately, upon the filing of a notice of appeal, file a copy of the notice with the Pierce County Superior Court.

If the defendant/appellant believes that he or she cannot afford an attorney and wants one appointed, the defendant/appellant must make the request to the Municipal Court Clerk and arrange to be screened.

Within fourteen days of the filing of the notice of appeal, the party seeking review must designate in writing to the Municipal Court those parts of the record the appellant wants to the Municipal Court to transmit to the Pierce County Superior Court.

Within fourteen days after the designation is filed, the party seeking review, will receive notice from the Municipal Court that the record is ready to be transmitted to the Pierce County Superior Court. Unless the court determines otherwise, within ten days the appellant must pay the Municipal Court a **\$40 fee** for preparation and electronic recording.

NON-CRIMINAL APPEAL: Within thirty days of the final decision of the Municipal Court, the defendant/appellant must file a notice of appeal with the Municipal Court. The clerk of the Municipal Court shall immediately, upon the filing of a notice of appeal and payment of the filing fee (\$230), file a copy of the notice with the Pierce County Superior Court. A party filing a notice of appeal shall, within the same thirty days, serve a copy of the notice of appeal on all other parties or their lawyers and file an acknowledgment or affidavit of service in the Municipal Court.

Within fourteen days of the filing of the notice of appeal, the party seeking review must designate in writing to the Municipal Court those parts of the record the party wants the Municipal Court to transmit to the Pierce County Superior Court.

Within fourteen days after the designation is filed, the party designating will receive notice from the Municipal Court that the record is ready to be transmitted to the Pierce County Superior Court. Within ten days each party must pay the Municipal Court a **\$40 fee** for the preparation and electronic recording.

The decision under appeal will be enforced unless a STAY of sentence has been granted under RALJ 4.3

A notice of appeal form may be obtained from the Clerk of the Municipal Court. The notice must be completely filled out by the defendant/appellant and shall include a statement of the claimed errors made by the court. A copy of the decision should be attached to the notice of appeal.