

UNITED STATES COURT OF APPEALS FOR THE NINTH CIRCUIT

CRIMINAL CASE MANAGEMENT CHECKLIST
FOR USE BY ATTORNEYS AND LITIGANTS

Short Case Caption _____ U.S.C.A. _____

No.	EVENT	CURRENT DUE DATE	ACTUAL COMPLETION DATE
1.	File Notice of Appeal	<input type="text"/>	<input type="text"/>
2.	Satisfy U.S. Court of Appeals docket fee	<input type="text"/>	<input type="text"/>
3.	Transmit docket entries and Notice of Appeal	[from trial court clerk to U.S. Court of Appeals]	
4.	Case docketed; docketing letter transmitted	<input type="text"/>	<input type="text"/>
5.	Appellant's selection of portions of transcript necessary for appeal	<input type="text"/>	<input type="text"/>
6.	Appellee's selection of portions of transcript necessary for appeal	<input type="text"/>	<input type="text"/>
7.	Appellant's formal designation of reporter's transcript and placement of order for transcript	<input type="text"/>	<input type="text"/>
8.	Appellant's notification of transcript order filed in district court	<input type="text"/>	<input type="text"/>
9.	Notification of transcript ordering	[by court reporter]	
10.	Preparation and transmission of time schedule order	[by trial court clerk]	
11.	Completion and filing of reporter's trial transcript	[by court reporter]	
12.	Submission of certificate of record	[by trial court clerk]	
13.	Submission of Appellant's opening brief and excerpt of record	<input type="text"/>	<input type="text"/>
14.	Submission of Appellee's brief	<input type="text"/>	<input type="text"/>
15.	Transmission of record on appeal	[by trial court clerk]	
16.	Transmission of Appellant's reply brief (optional)	<input type="text"/>	<input type="text"/>
17.	Calendaring	<input type="text"/>	<input type="text"/>
18.	Issuance of hearing notice	[by clerk, U.S. Court of Appeals]	
19.	Hearing	<input type="text"/>	<input type="text"/>
20.	Submission	<input type="text"/>	<input type="text"/>
21.	Decision	<input type="text"/>	<input type="text"/>
22.	Filing of petition for rehearing (optional)	<input type="text"/>	<input type="text"/>
23.	Issuance of mandate	<input type="text"/>	<input type="text"/>
24.	Petition for writ of certiorari (to U.S. Supreme Court)	<input type="text"/>	<input type="text"/>