

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		
2.	Satisfy U.S. Court of Appeals docket fee		
3.	Transmit docket entries and Notice of Appeal	[from trial court clerk to U.S. Court of Appeals]	
4.	Case docketed; docketing letter transmitted		
5.	Appellant's selection of portions of transcript necessary for appeal		
6.	Appellee's selection of portions of transcript necessary for appeal		
7.	Appellant's formal designation of reporter's transcript and placement of order for transcript		
8.	Appellant's notification of transcript order filed in district court		
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		
14.	Submission of Appellee's brief		
15.	Transmission of record on appeal		
16.	Transmission of Appellant's reply brief (optional)		
17.	Calendaring		
18.	Issuance of hearing notice		
19.	Hearing		
20.	Submission		
21.	Decision		
22.	Filing of petition for rehearing (optional)		
23.	Issuance of mandate		
24.	Petition for writ of certiorari (to U.S. Supreme Court)		