

Michigan Court of Appeals Jurisdictional Checklist

Lower Court/Tribunal: _____

Lower Court Case No.: _____

Case Name: _____

INSTRUCTIONS: For a **civil** claim of appeal, please complete the following statements.

[SELECT ONE] An **appeal of right** may be filed because the order is: MCR 7.203(A)

- A final order of the circuit court under MCR 7.202(6). Specify subsection: _____
- A probate court order that falls within MCR 5.801(A). Specify subsection: _____
- Appealable as of right by law or court rule. Specify law or rule: _____

[SELECT ONE] This claim of appeal is **timely** because it is being filed: MCR 7.204(A)

- Within 21 days from entry of the order appealed from (*as identified above*).
- Within 21 days of an order deciding a motion for new trial, rehearing, reconsideration, or other relief from the order appealed, *and the postjudgment motion was filed within 21 days of the order appealed from.*
- Other: _____

INSTRUCTIONS: Please complete the checklist and file with your claim of appeal.

Failure to file all required documents and requisite fees may result in rejection of your claim of appeal. MCR 7.201(B)(2)

- A **signed** claim of appeal. The caption must list all of the parties in each lower court case appealed. MCR 7.204(B)(1) & (D)
- A copy of the order you are appealing (*as identified in Jurisdiction section*). MCR 7.204(C)(1)
- An official **current** register of actions from the lower court or tribunal showing entry of the order appealed. MCR 7.204(C)(5)
- The filing fee or exception (*example: motion to waive fees*). MCR 7.202(3), MCR 7.204(B)(2)
- Evidence of the transcript (Select one): MCR 7.204(C)(2)
 - The complete transcript has been ordered. MCR 7.210(B)(1)(a)
 - No transcript will be filed. MCR 7.204(C)(2)
 - The transcript has already been filed. MCR 7.210(B)(1)(a)
 - Other: _____ MCR 7.210(B)(1)(b)-(e)
- All parties to the case (*including non-appellees*) are being **e-served through MiFILE**. Service by mail is only acceptable if (1) appellant is a self-represented party, or (2) the receiving party is not registered with **MiFILE**. MCR 7.204(C)(3), MCR 1.109(G)(6)(a)(ii), IOP 7.204(C)(3)

Filing Requirements

Preparer's Signature: _____

Date: _____