

MASSACHUSETTS APPEALS COURT

John Adams Courthouse
One Pemberton Square, Suite 1200
Boston, MA 02108
(617) 725-8106

<http://www.mass.gov/courts/appealscourt/index.html>

CRIMINAL DOCKETING STATEMENT INSTRUCTIONS

1. Counsel for appellant must file a docketing statement for every case appealed or cross-appealed to the Massachusetts Appeals Court. The docketing statement must be received by the Appeals Court's Clerk's Office within fourteen days after the case is docketed to be deemed timely filed. Copies must be served on all parties to the action below and proof of service must be attached.
2. In the case of multiple appellants represented by separate counsel, each counsel for an appellant must file a separate docketing statement.
3. Self-represented appellants are required to file a docketing statement. The Clerk's Office will mail a hard copy to all incarcerated appellants.
4. All fields must be completed. If inadequate space has been provided for the information requested, please provide the additional information on an attachment.
5. Counsel's failure to file the docketing statement within the time set forth will cause the court to initiate the process for dismissal of the appeal under
6. If an opposing party concludes that the docketing statement is in any way inaccurate, incomplete, or misleading, that party should file additions or corrections to the docketing statement within fourteen days of service of the docketing statement, with copies to all other parties.
7. The appellant must attach to the docketing statement:
 - a. Additional pages containing extended answers to questions on this form.
 - b. A certificate of service for this docketing statement indicating it has been served on all parties to the action below.

Important Requirements for the Filing of the Brief and Record Appendix

8. If the trial court entered an order sealing or excluding from public access all or any portion of the trial court records, or there is material or information in a party's brief or record appendix that is automatically impounded or deemed confidential by statute or court rule, then the parties must comply with M.R.A.P. 16(d), 16(m), and 18(g).
9. If the trial court record includes any items listed as "personal identifying data" in the S.J.C.'s Interim Guidelines on Personal Identifying Data, then the parties should review and comply with the guidelines.

**MASSACHUSETTS APPEALS COURT
CRIMINAL DOCKETING STATEMENT**

NO. 201 ____-P-_____

COMMONWEALTH vs. _____

Party Information

Name of the appellant on whose behalf this statement is being filed:

Name of attorney (if any) representing the appellant:

Name: _____ BBO # _____

Address: _____

Tel. No.: _____ Fax No.: _____ E-Mail: _____

Check here to register to receive electronic notice (e-mail) only of the Court's orders, notices, and decisions. If the box is not checked, you will receive notice only by U.S. mail.

For self-represented litigants only:

Name: _____

Tel. No.: _____ Fax No.: _____ E-Mail: _____

Check here to register to receive electronic notice (e-mail) only of the Court's orders, notices, and decisions. If the box is not checked, you will receive notice only by U.S. mail.

Trial Court Information

Court Department: _____ County: _____

Docket Number(s): _____

Specify the name and role (e.g., motion, trial, etc.) of each judge whose orders are at issue on appeal:

Judge: _____ Role: _____

Judge: _____ Role: _____

Judge: _____ Role: _____

Related Appeals

Are there any pending, past, or anticipated future appeals or original appellate proceedings that involve these parties or this case entered in the Appeals Court or Supreme Judicial Court? Yes: [] No: [].

Do you know of any pending appeals raising related issues? Yes: [] No: [].

If you answered yes to either question, cite the case name and docket number and describe the manner in which it is related on a separate page.

Charges and Disposition

List each offense charged and its disposition:

If there was a trial, was it jury or nonjury, or did the defendant plead guilty?

Sentence imposed on each offense:

Is the defendant incarcerated? Yes No

Current address of defendant: _____

Is there a current order staying execution of the sentence? Yes No

Provide the date and name of the judge who entered the order: _____

Nature of the Case

- Is the appeal from a: Pretrial order Yes No
- Jury trial Yes No
- Non-Jury trial Yes No
- Plea of Guilty Yes No
- Post-Conviction Yes No

Check all of the appropriate line(s) that best describe the nature of the case:

- Commonwealth appeal
- First direct appeal
- Crimes against property
- Crimes against the person
 - a. Murder, second degree
 - b. Manslaughter
 - c. Sexual offense
 - d. Other
- Juvenile delinquency/Youthful offender
- Motor vehicle offenses
- Motion to suppress
 - Did the judge enter findings? Yes No
- Possessory offenses
 - a. Drugs
 - b. Guns
 - c. Pornography
- Post-conviction motions
- Pretrial order
- Probation/restitution
- Public order offenses
- Reported question
- Sealing/expungement
- Other, explain:

Appellate Issues

Provide a short statement of the anticipated issue(s) on appeal: _____
