

RECORD EXCERPTS CHECKLIST

- Prisoner Pro Se: None required
- Pro Se IFP: 1 copy required
- Other: 5 copies required
- Durable White Covers (front/back)
- Index
- Indexing Tabs
- Certificate of Service

DISTRICT COURT AND TAX COURT APPEALS:

- ___ 1. District Court or Tax Court docket sheet (including bankruptcy docket sheet)
- ___ 2. Indictment, information, complaint or petition as amended
- ___ 3. Answer, response, counterclaim, cross-claim, and replies thereto
- ___ 4. Parts of any pretrial order relative to issues on appeal
- ___ 5. Judgment or interlocutory order appealed from
- ___ 6. Other order(s) sought to be reviewed (including bankruptcy orders)
- ___ 7. In a habeas corpus appeal under 28 U.S.C. § 2254, a copy of all opinions by any state court previously rendered in the criminal prosecution and related collateral proceedings and appeals, and any state court orders addressing any claims and defenses brought by the petitioner in the federal action.
- ___ 8. Supporting opinion, findings of fact and conclusions of law filed or delivered orally by the court
- ___ 9. Jury instruction (if correctness in issue)
- ___ 10. Magistrate’s report and recommendation, when appealing a court order adopting same in whole or in part
- ___ 11. Findings and conclusions of administrative law judge, when appealing a court order reviewing administrative agency determination
- ___ 12. Relevant parts of any document ... whose interpretation is central to the issues on appeal

AGENCY:

- ___ 1. Agency docket sheet or index of documents comprising the record, if one exists
- ___ 2. Order sought to be reviewed
- ___ 3. Supporting opinion, findings of fact and conclusions of law filed by the agency, board, commission or officer

Date Checked: _____ Checked by: _____