DIVISION OF PUBLIC DEFENDER SERVICES
OFFICE OF THE CHIEF PUBLIC DEFENDER
Legal Services Unit
APPELLATE WORKSHEET

Name of Case	JD/GA	JD/GA Docket no.

1) DEFENDANT'S LAWYER: _____
JURIS #: _____
ADDRESS: _____
PHONE#: _____

2) PROSECUTING ATTORNEY: _____

3) DEFENDANT INFORMATION:
FULL NAME: _____
ALIAS, IF ANY: _____
DATE OF BIRTH: _____ AGE:_____
PRESENT ADDRESS: _____
If incarcerated, give last address: _____
Inmate number: _____

4) DEFENDANT'S FAMILY: Consists of: _____
Address: _____
Phone#: _____

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A. GENERAL CASE INFORMATION

1) ARREST:

Date: _____
By warrant: Yes ____ No____
Copies of Warrants, affidavits, and returns must be enclosed with this worksheet.

2) SEARCH & SEIZURE: Yes ____ No ____
By Warrant: Yes ____ No ____
Copies of warrants, affidavits, and returns must be enclosed with this worksheet.

Search Date: _____
More than one search: Yes ____ No ____
Place/person searched: _____

3) IDENTIFICATION OF DEFENDANT:
By means of police procedures: Yes ____ No ____

By photo:____ or police agent: ____ or others (describe): _____

4) CONFESSION OR ADMISSIONS BY DEFENDANT: Yes ____ No ____
To Police or police agent: _____
To non-police others: _____
Please describe: _____
Statement Introduced at trial: Yes ____ No ____
Copies of defendant's Miranda warnings waiver & defendant's statement must be enclosed with this worksheet.

B. GENERAL TRIAL INFORMATION

DOCUMENTS UNDER SEAL OR LIMITED AS TO DISCLOSURE? Yes ___ No ___
___ order/JD-CL-76 form attached

1) ARRAIGNMENT: Date: _____
Judge: _____
2) PROBABLE CAUSE HEARING: Date _____
Judge: _____
3) PRETRIAL, TRIAL, AND POST TRIAL MOTIONS (see paragraphs C through F, infra)
4) DISPOSITION: GUILTY PLEA ____ or TRIAL ____
a) IF GUILTY PLEA: date of plea: _____
Judge: _____
b) IF TRIAL,
i) byjury: ____ or court ____
ii) Judge: _____
iii) Date juror voir dire started: _____
iv) Date of preliminary instructions to jury array: _____
v) Date of preliminary instructions to petit jury prior to evidence: _____
vi) Date that trial evidence started: _____
vii) Date that trial ended in a verdict: _____
viii) If trial was not continuous, state the dates (other than weekends and holidays) that trial did not occur:
_____
c) SENTENCING: Date: _____
Judge: _____
5) CHARGES AND CONVICTIONS:
a) INFORMATION:
i) Disposition was on an original ____ substituted ____ or amended ____ information, dated _____
ii) Defendant tried on more than one information: Yes ___ No ___

b) DETAIL OF CHARGES AND CONVICTIONS

COUNTS	CHARGE	STAT. §	CONVICTION	STAT. §	SENTENCE
1)					
2)					
3)					
4)					
5)					

TOTAL EFFECTIVE SENTENCE: _____

6. DEFENSE TO THE CHARGES:

7. CODEFENDANTS: Yes ___ No____ If yes, defendant tried alone ____ or with others ____

CODEFENDANT	ATTORNEY	ATTORNEY ADDRESS AND PHONE#	Case pending or disposed?	Disposed by plea or trial?

CONFLICT OF INTEREST: Describe any conflict that you believe exists or existed among the co-defendants and the defendants:

8. SENTENCE REVIEW: Defendant has applied: Yes ____ No ____

9. DEFENDANT'S OTHER PENDING CASES: Defendant has other cases pending: Yes ____ No ____

If yes: Case #1 Court: _____ Docket Number: _____

Attorney: _____ Phone Number: _____

Case #2 Court: _____ Docket Number: _____

Attorney: _____ Phone Number: _____

10. DEFENDANT'S OTHER PENDING APPEALS: Defendant has other pending appeals: Yes ____ No ____

If yes: Court: _____ Docket Number: _____

Attorney: _____ Phone Number: _____

C. PRETRIAL MOTIONS AND PROCEDURES, DETAIL OF

Were any pretrial motions flied? Yes_____ No_____ As to each and every motion flied, below must be completed.

Copies of all written motions must be enclosed with this worksheet

Copies of all written decisions are enclosed with this worksheet: Yes ____ No____

MOTIONS	DATE FILED	DATE HEARD	JUDGE	DATE DECIDED	DECISION
Change of election from jury to court trial					
Motion of Defendant to act as pro se counsel					
Request for essential facts §36-19					
Request for Discovery, PB					
Notice of Mental Disease					
Notice of Alibi					
Motion to Dismiss					
Motion to Suppress Search and Seizure					
Motion to Suppress Confession					
Motion to Suppress Identification					
Motion for Severance of offenses					
Motion for Severance of codefendants					
Motion for Bill of Particulars					
Motion for Transfer of prosecution					
Challenge to Jury array					
(Other Motions or Requests)					

BECAUSE VOIR DIRE TRANSCRIPT WILL **NOT BE ORDERED** UNLESS A POSSIBLE APPELLATE ISSUE AROSE DURING JURY SELECTION, PLEASE TELL US:

1. Did any issue arise or any motion get argued and/or ruled upon in the midst of jury selection, *whether or not the issue, motion, or ruling related to jury selection, so* that we should order that portion of transcript? Please give details and date of occurrence, to best recollection.

2. Was void dire RECORDED? Yes ____ No____

3. Were there any CHALLENGE FOR CAUSE denied if by the defendant or granted if by the state?
Yes ____ No ____ (If yes, please provide details.)

NAME OF JUROR	DATE	CHALLENGE BY DEF. OR STATE	REASON FOR CHALLENGE

4. Did the defendant use all PEREMPTORY CHALLENGES? Yes ____ No____

5. If yes, did the court deny the defendant's request for more peremptories? Yes ____ No ____

6. Were there any racial issues involved in jury selection? Yes ____ No ____

7. Was there any voir dire question that you sought to ask and that the court would not allow? Please give details and date of occurrence, to best recollection.

8. How many panels were called and on what dates were new panels called?

PANEL #	DATE CALLED

6. Did the judge leave at all during voir dire? Yes ____ No _____

7. Was there a *BATSON* CHALLENGE? Yes ____ No____
(If yes, please provide details.) If written motion filed, please provide copy of motion.
Date filed _____ Date Heard _____ Judge _____ Date Decided _____

D. TRIAL MOTIONS, DETAIL OF

Were any trial motions filed? Yes_____ No_____ As to each and every motion filed, the below must be completed.

Copies of all written motions must be are enclosed with this worksheet

Copies of all written decisions are enclosed with this worksheet: Yes ____ No____

MOTIONS Includes all oral motions	DATE FILED	DATE HEARD	JUDGE	DATE DECIDED	DECISION
Motion in Limine or to exclude					
State's Motion in Limine or to exclude					
Request to Poll the Jury PB					
Motion for Mistrial PB					
MJOA end of state's case					
Motion for acquittal at end of all evidence PB					
Motion for Acquittal after Mistrial PB					
Motion for New Trial					
Motion for New Trial on Newly Discovered Evidence PB					
Any Other Motions					

E. REQUESTS TO CHARGE THE JURY AND EXCEPTIONS TO THE CHARGE

Did the trial court give defense attorney a copy of its proposed charge? Yes___ No___ If yes, the court's proposed charge must be included with this worksheet.

1. DEFENDANT'S WRITTEN REQUESTS TO CHARGE
   (Copies of all written requests must be enclosed with this worksheet)

   Dates filed: _____

SUBJECT MATTER OF REQUEST	GIVEN AS REQUESTED	GIVEN IN SUBSTANCE	NOT GIVEN	EXCEPTION TAKEN

2. DEFENDANT'S EXCEPTIONS TO THE CHARGE

Date of exceptions: _____

SUBJECT MATTER OF EXCEPTION	NO RECHARGE	JURY RECHARGED	NOT GIVEN	EXCEPTION BY DEFENDANT

3. STATE'S WRITTEN REQUESTS TO CHARGE

SUBJECT MATTER OF REQUEST	GIVEN AS REQUESTED	GIVEN IN SUBSTANCE	NOT GIVEN	EXCEPTION BY DEFENDANT

4. JURY QUESTIONS: Yes _____ No_____ If yes, how many questions: _____

Subject of questions: _____

Copies of jury questions enclosed with worksheet: Yes _____ No_____

F. POST TRIAL MOTIONS

Were any post trial motions filed? Yes_____ No_____

As to each and every motion filed, the below must be completed.
Copies of all written motions must be enclosed with this worksheet.

Copies of all written decisions are enclosed with this worksheet: Yes____ No____

MOTIONS (written & oral)	DATE FILED	DATE HEARD	JUDGE	DATE DECIDED	DECISION
Motion for Acquittal upon guilty verdict PB § 42-51					
Motion for New Trial PB § 42-53					
Motion for New Trial based on Newly Discovered Evidence PB § 42-55					
Motion Arrest of Judgment PB § 42-56					

POTENTIAL ISSUES ON APPEAL: (MUST BE COMPLETED):