

Getting Started

Appellate Motion

IMPORTANT: This getting started guide and the instructions are not legal advice. They are only meant to help you learn how to use the *Motion* forms. Your use of the forms does not guarantee you will be successful in court.

To learn how to fill out the forms and file them with the court, read the *HOW TO FILE AN APPELLATE MOTION* instruction sheet and the instructions on the forms.

Names of forms:	<ul style="list-style-type: none"> • <i>Motion</i> • <i>Order</i>
Purpose of the forms:	Use these forms when you want the appellate court to take action on your appeal.
Types of cases the forms CAN be used for:	Any civil or criminal case where you have filed a <i>Notice of Appeal</i> .
Types of cases the forms CANNOT be used for:	Cases that are not filed in the appellate court.
Cost to File the forms:	None.
Special information or papers needed to complete the forms:	<p>You will need:</p> <ul style="list-style-type: none"> • copies of the <i>Motion</i> and <i>Order</i> for each of the other parties or lawyers; • the names and addresses of the other parties or lawyers; • the name and address of the court where the document is being filed; and • the appellate court case number. <p>Businesses other than sole proprietorships cannot represent themselves in the appellate court. Please talk to a lawyer.</p>
Statutes and rules covering the forms:	Illinois Supreme Court Rules 11 , 12 , 361
Where to find the forms and instruction sheet:	http://www.illinoiscourts.gov/Forms/approved/
Where to get access to a computer and scanner to file and serve:	The appellate court clerk's office will have a computer and scanner where you can scan, save, and then use the computer to e-file and serve your document.
For more information:	<p>Read the <i>HOW TO FILE AN APPELLATE MOTION</i> instruction sheet that comes with these forms. You may also find more information at:</p> <p>http://www.illinoiscourts.gov/CivilJustice/Resources/Guide_for_Appeals_to_the_IL_Appellate_Court_rev_093016.pdf</p>