
APPELLATE PRACTICE PETITION FOR CERTIORARI CHECKLIST

(FLA. R. APP. P. 9.030(B)(2)(A))

A PETITION FOR CERTIORARI IS FILED WHEN YOU ARE SEEKING REVIEW OF A NON-FINAL ORDER NOT OTHERWISE APPEALABLE TO THE DISTRICT COURT OF APPEAL. STANDARD: TRIAL COURT DEPARTED FROM THE ESSENTIAL REQUIREMENTS OF THE LAW AND THE HARM COULD NOT BE CORRECTED ON APPEAL FROM THE FINAL JUDGMENT.

DUE:

Within 30 days of rendition of non-final order to be reviewed

FORMAT:

- Black ink
- Double spaced
 - Exception: Footnotes and quotations can be single spaced but must be the same sized font as rest of brief.
- One (1) inch margins
- Fifty (50) page limit
- Font -- Times New Roman 14-point or Courier New 12-point.

CONTENT:

- Cover sheet must contain:
 - Name of Court
 - Style of case (i.e. the caption containing the name and designation of all parties on each side)
 - Case Number
 - Lower court name
 - Type of order seeking certiorari of
 - Party filing the brief
 - Type of brief
 - Name and address of attorney(s) filing the brief
- Table of Contents referencing the issues presented with page references
- Citation of Authorities, listing cases alphabetically, followed by statutes in numerical order (and by jurisdiction), then other authorities with page references.
- Statement of the Case
- Basis for Invoking Jurisdiction of the Courts
- Statement of the Facts
- Nature of Relief Sought
- Argument in support of petition and appropriate citations to authority (should contain all information and arguments required for a decision in the case)
- Conclusion (page limit of one (1) page), including statement of ruling sought
- Certificate of Service (Fla. R. App. P. 9.420)

- Certificate of Compliance with Font Requirements (immediately follows the Certificate of Service)

CITATIONS:

Follow Fla. R. App. P. 9.800. If the citation form needed is not included, use *The Bluebook or the ALWD Citation Manual*.

BINDING:

- Stapled in upper left corner or
- Bound in book form along left side and in a manner that allows to lie flat when opened
- Appendix satisfies requirement of Fla. R. App. P. 9.220. Should include all documents necessary to a resolution of the issues.

ADMIN. ORDERS & RULES

I have reviewed the rules and administrative orders specific to the court in which the brief is to be filed and have verified that I have complied with all rules and requirements promulgated by the court.

FL. R. APP. P.

I have reviewed the Florida Rules of Appellate Procedure and have verified that no exception to the general rules set forth in this checklist apply and that I have complied with all rules applicable to the specific facts and circumstances of my appeal.

RECORD:

Order record of lower proceeding if requested by the court.