

CHECKLIST FOR APPEALING A SMALL CLAIMS JUDGMENT

Keep a copy of all documents for your records.
Attend all court hearings

Notice of Appeal

- Check whether you are the plaintiff or the defendant or the attorney for the plaintiff or defendant.
- Complete the heading exactly as it appears in the Affidavit and Summons
- Omit any private or protected information. When filed, this document is a public record. Code of Judicial Administration Rule 4-202.09(9) requires that you omit from a public record any information that is not itself public information. For a list of records, data and information classified as public, private and protected, see Rule 4-202-02.

- Date and sign the form
- Complete the Certificate of Service
- Serve the form on the other party
- File the form with the Court.

Required Fees – Small Claims Trial de Novo

District Court fee	\$225
Tremonton Justice Court fee	\$10

Instruction:

Attach money order payable to the District Court
Cash, check or money order payable to:
Tremonton Justice Court

TREMONTON JUSTICE COURT

102 S TREMONT ST * TREMONTON UT 84337 * 435-257-9509 * FAX 435-257-9513

NOTICE OF APPEAL

PLAINTIFF

V.

DEFENDANT

CASE NUMBER

I am the Plaintiff Defendant

By and through my attorney, (Attorney, check here if you are appearing for your client.)

I appeal the final judgment entered in this case to the District Court.

I have not included any non-public information in this document.

I declare under penalty of Utah Code Section 78B-5-705 that everything stated in this document is true and correct.

Date _____

Sign here ►

Typed or printed name _____

Certificate of Service

I certify that I served a copy of this document on the following people.

Person's Name	Method of Service	Served at this Address	Served on this Date
(Other Party or Attorney)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
(Clerk of Court)	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Electronic File		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		
	<input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivery <input type="checkbox"/> Fax (Person agreed to service by fax.) <input type="checkbox"/> Email (Person agreed to service by email.) <input type="checkbox"/> Left at business (With person in charge or in receptacle for deliveries.) <input type="checkbox"/> Left at home (With person of suitable age and discretion residing there.)		

Date _____

Sign here ► _____

Typed or printed name _____