

APPEAL PROCEDURES

The procedures for perfecting an appeal from the Municipal Court are provided for in the Rules for Appeal of Decisions of Courts of Limited Jurisdiction (RALJ, revised 6-7-12)

DOCUMENTS THAT MUST BE FILED AT RENTON MUNICIPAL COURT TO PERFECT AN APPEAL:

NOTICE OF APPEAL

DESIGNATION OF RECORDS TO BE TRANSMITTED TO SUPERIOR COURT

FEEES THAT MUST BE PAID AT RENTON MUNICIPAL COURT:

\$40 PREPARATION OF RECORD

\$230 FILING FEE (CONTESTED INFRACTION)

APPEAL BOND

PROCEDURES:

1. **File Notice of Appeal within 30 days.**

Within 30 days of the final decision of the Municipal Court, you (the Appellant) must file a Notice of appeal with:

**RENTON MUNICIPAL COURT
1055 S. GRADY WAY
RENTON, WA 98057**

A copy of the Notice of Appeal must be served on the Prosecuting Attorney.

2. **Within 14 days from the date Notice of Appeal is filed--You must file Designation of Records to be transmitted to Superior Court.**

A copy of the Designation of Records must be served on the Prosecuting Attorney.

3. **Pay \$40.00 fee for preparation of record. (non-refundable)**

After the Notice of Appeal and Designation of Records is filed, you must pay a fee of \$40.00 to the Renton Municipal Court for preparation of the record for appeal. Upon payment of the fee, the Municipal Court will provide you with a link to the copy of the electronic recording of the proceedings. You shall transcribe the relevant portion for the brief required to be filed in King County Superior Court.

4. **Pay \$230.00 Superior Court Filing Fee. (Contested infraction)**

In a contested infraction case, a filing fee of \$230.00 (*check or money order*) must be paid to King County Superior Court before the case is filed in Superior Court.

5. **Post Appeal Bond**

The Municipal Court judge will set an appeal bond to stay the enforcement of the sentence. If the bond is not posted, you are required to comply with the sentence. The appeal bond is posted at the Renton Municipal Court.

6. **Note: A Superior Court filing fee of \$230 may be assessed if a criminal case is remanded back to Renton Municipal upholding the trial court's decision or if the appeal is dismissed.**

**KING COUNTY SUPERIOR COURT
CASE INFORMATION COVER SHEET**
(In accordance with LR82(e))

Case Number: _____

Case Caption: _____

APPEAL TYPE (PLEASE CHECK ONE)

- a. _____ Criminal (** NO FILING FEE REQUIRED**)
- b. _____ Traffic Infraction (\$230 FILING FEE REQUIRED)
- c. _____ Civil RALJ (\$230 FILING FEE REQUIRED)

CASE ASSIGNMENT DESIGNATION
(In accordance with LR 82 (e))

I certify that this case meets the case assignment criteria, described in King County LR 82(e), for the: **RJC (Kent) Area.**

Signature of Appellant/Attorney

Date

WSBA Number

RENTON MUNICIPAL COURT
1055 S. Grady Way
Renton, WA 98057
425-430-6550

CITY OF RENTON,]
Plaintiff]
vs.]
_____]
Defendant]

RMC Case No. _____

Superior Court No.

**DESIGNATION OF RECORDS TO BE
TRANSMITTED TO SUPERIOR COURT**

TO: Renton Municipal Court Clerk

Please prepare the following documents for transmittal to the King County Superior Court.

Date	Document Name or Tape Number
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signing below acknowledges copies of this notice have been sent/delivered to prosecuting attorney.

Signed _____ day of _____ 20 ____.

Signature - Appellant

Signature - Appellant's Attorney

Appellant's Name (Print)

Appellant's Attorney (Print)

Address

Address

City State Zip

City State Zip