

STATE OF LOUISIANA
COURT OF APPEAL, SECOND CIRCUIT
430 Fannin Street
Shreveport, LA. 71165-1528
(318) 227-3700

APPENDIX D

PRO SE BRIEFING NOTICE TO DEFENDANT

Date

State of Louisiana
versus
(Name of Defendant)

Docket No. _____

TO: (Name of Counsel for Defendant)

By **ORDER** of the Second Circuit Court of Appeal, you are to complete the information requested below and attach **the original** of this completed and signed form to a copy of the brief you are filing on behalf of the defendant, and **mail the form and a copy of the brief TO THE DEFENDANT.**

Additionally, you shall attach **a copy** of the completed and signed form to the brief you are filing with this court. Failure to attach a copy of this completed and signed form to your brief will cause this office to reject your filing.

1. Name of the Defendant: _____

2. Defendant's DOC number, if any: _____

3. Current Address of Defendant:

I hereby certify that this **NOTICE** and a copy of the **BRIEF FILED** on behalf of the defendant was mailed by me to the **DEFENDANT** on the ____ day of _____, 20___. (This date **SHALL NOT** be later than the date the brief is filed with the Second Circuit Court of Appeal.)

Signature of Attorney for the Defendant

Date

Directed to **DEFENDANT**: (Name of the Defendant):

By **ORDER** of the Second Circuit Court of Appeal, you are hereby notified that you are **NOT REQUIRED** to file a pro se brief. However, if you do elect to file a pro se brief, you are limited to **ONE** brief. Your brief **SHALL** be filed within **30 DAYS** of the date this notice was mailed to you by your attorney (as indicated above). Your brief **SHALL NOT** be more than 28 pages, double spaced, and you must include a signed and dated statement that a copy of the brief was also sent to your attorney and the attorney for the State of Louisiana. Please insure that the docket number shown above and the name of your case is on all filings with this court.

You have **10 DAYS** from the date this notice was mailed to you by your attorney (as indicated above) to file with this court a written request to file a pro se brief and to request the appellate record to aid you in the preparation of your brief. *If the crime for which you have been convicted provides for the protection of the victim under La. R.S. 46:1844(W), the court will issue an order to allow you to view a redacted record and the brief due date will be re-set by court order.*

No extensions of these deadlines will be considered. (URCA 2-12.8)

FOR THE COURT:

Clerk of Court