

Parts in blue print are instructions to user, not to be included in filed document unless so noted. [Parts and references in green font, if any, refer to juvenile proceedings. See Practice Note, this web page, for guidance in adapting forms to juvenile cases.]

Practice tip – IMPORTANT: NOT TO BE USED IN DIVISION TWO. The form below is styled for general use. However, Fourth Appellate District, Division Two, follows a different procedure. When the record for appeal is filed, notice to counsel is sent, as usual, which sets the initial due date for the opening brief (40 days from the date of the notice). The notice also specifies Division Two's particular procedure to transmit exhibits. Counsel must follow its procedure. See ADI's [Fourth District practice web page](#).

[Attorney's name, bar number]

[Address and telephone number]

[Email address and fax number if available]

Attorney for Defendant *[name]*

IN THE COURT OF APPEAL OF THE STATE OF CALIFORNIA

FOURTH APPELLATE DISTRICT

DIVISION *[NUMBER]*

THE PEOPLE OF THE STATE OF CALIFORNIA,
Plaintiff and Respondent,

v.

[Name],
Defendant and Appellant.

Court of Appeal
No. *[number]*

Superior Court
No. *[number]*

**DEFENDANT'S REQUEST FOR LATE
TRANSMISSION OF EXHIBITS**

TO THE HONORABLE *[NAME]*, PRESIDING JUSTICE, AND TO THE HONORABLE ASSOCIATE JUSTICES OF THE COURT OF APPEAL OF THE STATE OF CALIFORNIA, FOURTH APPELLATE DISTRICT, DIVISION *[NUMBER]*:

When a party does not make a request in the superior court for transmission of exhibits within the 10-day time prescribed under California Rules of Court, rules 8.224(a) and [8.320(e) / 8.407(f)], a party may request permission of the reviewing court for late transmission of the exhibits to the reviewing court under California Rules of Court, rules 8.224(c) and [8.320(e) / 8.407(f)].

Appellate counsel requests late transmission of the exhibits listed by number on the attached page. The exhibits are relevant to the following issue(s): *[describe]*. The reason appellate counsel did not make the request within the time prescribed is *[provide the reason]*.

I declare under penalty of perjury under the laws of California that the foregoing is true and correct.

Dated: *[date]*

Respectfully submitted,

[Attorney's name]

State Bar No. *[number]*

Attorney for Defendant *[name]*

People v. [defendant's name]
Court of Appeal No. *[number]*
Superior Court No. *[number]*

EXHIBIT LIST

Court Exhibit No.

Description

PROOF OF SERVICE