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| Parts of this sample form 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 TIPS***Under California Rules of Court, rule 8.254, counsel may not offer argumentin this letter; content is limited tocitation of new authority not available at the time of briefing and identification of issueto which it is relevant. If counsel deems it necessary to present argument, the appropriate procedure is to submit a supplemental brief or letter under rule 8.200(a)(4), along with a request for the permission of the presiding justice to file it.See [ADI Manual](https://www.adi-sandiego.com/legal-resources/), chapter 5, section 5.4.3.2; [ADI’s Motion Practice Guide](http://www.adi-sandiego.com/practice/pract_articles.asp), section II.D.3. |

*[Letterhead]*

*[Date]*

[Mr./Ms.] *[clerk’s name]*

Clerk of the Court/Chief Administrator

Court of Appeal, Fourth Appellate District, Division *[One / Two / Three]*

*[Address]*

*Re: People v. [defendant’s name]*/ *In re [first name, last initial]*

 Trial Court No.:*[number]*

 Court of Appeal No. *[number]*

Notice of New Authority after Briefing Completed (Cal. Rules of Court, rule 8.254(a)-(c))

Dear [Mr./Ms.] *[Court of Appeal clerk’s name]*:

 Please forward this letter to the court. Defendant *[name]* brings to this court’s attention new authority relevant to the issues raised on appeal:

 *[Cite only the new authority; do not argue.]*

 The pagesin the brief that relate to the issue on appeal to which the new authority is relevant are *[page numbers]*.

 Respectfully submitted,

 *[Attorney’s name]*

 State Bar Number *[number]*

Attorney for Defendant and

Appellant *[name]*

**PROOF OF SERVICE**