



Henderson Municipal Court
243 Water Street, 3rd Floor
Henderson, NV 89015
(702) 267-3300

APPEAL PROCESS

An appeal must be filed within 10 days of your conviction. Failure to do so may result in the dismissal of your appeal by District Court. When filing an appeal you must complete the following at the Henderson Municipal Court within 10 days of your conviction:

1) Pay the Appeal Filing Fees:

Bonds / Bail – determined at sentencing or time of filing	Varies
For filing a notice of appeal, and appeal bonds NRS 4.060.1(h) One charge only may be made if both papers are filed at the same time	\$25.00
For preparation and transmittal of transcript and papers on appeal NRS 4.060.1(j)	\$25.00

2) Post an Appeal Bond.

- If the defendant’s sentence included a fine and no jail time, the Appeal Bail is the amount of the total amount of fines, fees, and court costs.
- If the defendant’s sentence included jail time, a Motion for Appeal Bond shall be filed with the sentencing judge by the defendant or defendant’s attorney.

3) File a “Notice of Appeal”.

4) Provide a transcript of your trial (see “Transcripts on Appeal” below)

For more information regarding the Appeal process, you should consult an attorney, or research the matter at your local Law Library. Court employees are prevented by statute (NRS 7.285) from providing legal advice.

TRANSCRIPTS ON APPEAL

To order a transcript of your proceedings in the Henderson Municipal Court, you may do so by contacting the service listed on the attached list.

The following may assist you in placing your order:

COST: Appeal transcripts are billed at a rate determined by the transcriber. A deposit may be required by the transcription service. Note: The Appeal Bail and Appeal Filing Fee are separate and above the amount paid for transcripts.

TIME FRAME: State law requires the Henderson Municipal Court to file your appeal with the Eighth Judicial District of the Clark District Court within 10 days after you have filed the Notice of Appeal. It is solely the responsibility of the defendant/appellant to make sure the transcript is ordered, paid for, transcribed, and returned to the Henderson Municipal Court within 10 days of the filing date of the Notice of Appeal. Failure to do so may result in the dismissal of your appeal by District Court.

Please direct any appeal questions to the Henderson Municipal Court at (702) 267-3300 keeping in mind that Court employees are prevented by statute (NRS 7.285) from providing legal advice.

IMPORTANT NOTE: Transcripts are required for all appeals from the Henderson Municipal Court. The defendant/appellant is responsible for ordering and paying for the transcripts, unless otherwise ordered by the Court. Failure to order and pay for your transcript within 10 days of the filing of your appeal may result in your losing your rights to appeal. No transcript is considered officially ordered, and commencement to transcription will NOT begin until the required deposit is received by the transcription service.



A Place To Call Home

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Henderson, NV 89015
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TRANSCRIPTION AGENCIES REFERENCE LIST

AGENCY NAME/ADDRESS	PHONE NUMBERS	CONTACT PERSON
SOS Litigation Services 321 S. Casino Center Blvd., #180 Las Vegas, NV 89101	Phone: (877) 371-1579 (702) 255-5514 Fax: (702) 974-0125	Carey Reno Humberto Rodriguez

(Revised 01/16)

(Name)

(Address)

(City, State, Zip)

(Phone)
Defendant

IN THE MUNICIPAL COURT OF THE CITY OF HENDERSON
IN THE COUNTY OF CLARK, STATE OF NEVADA

CITY OF HENDERSON,)
Plaintiff)
vs.)
_____,)
Defendant)
_____)

Case # _____

NOTICE OF APPEAL

TO: The Honorable Judge of The Municipal Court of The City of Henderson, County of Clark, State of Nevada, and

TO: Josh Reid, Henderson City Attorney

YOU AND EACH OF YOU, WILL PLEASE TAKE NOTICE that

_____, the Defendant in the above-entitled action, does hereby appeal to the Eighth Judicial District Court of the State of Nevada, in and for the County of Clark, from a finding of guilty by the above Titled Court on ____/____/____(Trial Date).

DATED THIS _____ DAY OF _____, 20____.

(Appellant)

(Address)

(City, State, Zip)