

GAMING DISPUTES COURT OF APPEALS
RULES
OF
APPELLATE PROCEDURE

Effective date: January 16, 2008

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**GAMING DISPUTES COURT OF APPEALS
RULES OF APPELLATE PROCEDURE**

Rule 1. Scope of Rules

(a) Except where specific procedures are otherwise provided by ordinance, these rules govern procedures in appeals to the Gaming Disputes Court of Appeals (“Court of Appeals”) from any final judgment of the Gaming Disputes Trial Court (“Trial Court”).

(b) Any procedure, issue, question or other matter not covered by these Rules shall be governed by the Connecticut Rules of Appellate Procedure as published in the Connecticut Practice Book, as amended from time to time.

Rule 2. Right of Appeal

(a) An aggrieved party may appeal from a final judgment of the Trial Court. A final judgment is one that disposes of all issues in the case or that would be appealable under the provisions of Chapter 61 of the Connecticut Rules of Appellate Procedure.

(b) Any appellee(s) aggrieved by the judgment from which the appellant has appealed, may file a cross appeal within ten (10) days from the filing of an appeal.

(c) Appeals may be consolidated by order of the Court of Appeals upon its own motion, or upon motion of a party, or by stipulation of the parties to the several appeals.

(d) Notice of Intent to appeal shall be required only in those circumstances where such notice is required under Conn. Prac. Bk. Sec. 61-5. In such cases, the provisions of said section relating to deferral of appeal and objection thereto shall apply.

Rule 3. The Appeal; Transcripts

(a) Time to Appeal. Except where a different time is provided by ordinance, a party shall have twenty (20) days from the commencement of the appeal period as set forth in this subsection, to file an Appeal in the manner prescribed by subsection (b).

The appeal period may be extended in accordance with the provisions of Rule 7(a).

The appeal period shall commence on the date the notice of judgment is given. If notice of the judgment is given in open court, the appeal period shall commence with such notice. If notice of judgment is given by the Clerk by electronic means or is given by mail, the appeal period shall commence on the date notice was sent electronically or mailed to the parties by the Clerk.

(b) Filing the Appeal. The original Appeal shall be filed with the Clerk, accompanied by a certification that a copy has been served upon each counsel of record. At the time the appeal is filed the appellant shall, pay to the Clerk the required filing fee as set forth in Rule 10.

The Clerk shall endorse on the forms the date and time of filing, shall docket the appeal in the Court of Appeals and shall send copies to the Chief Judge of the Gaming Disputes Court, to the Appellate Panel, to the Judge of the Trial Court who rendered the judgment appealed from and to all counsel of record on appeal.

(c) Content of Appeal. The Appeal shall specify the party or parties taking the appeal; shall designate the judgment of the Trial Court appealed from and the docket number of the case; shall be signed by the appealing party or counsel; and shall contain a certification of service upon all counsel of record. A sample form of an Appeal is included as Form 1 in the Appendix of Forms.

(d) Ordering and Filing Transcript; Preliminary Statement of Issues

1. Within ten (10) days of filing an Appeal, the appellant shall order from the Clerk of the Court, on a form available from the Clerk, a transcript of the proceedings deemed necessary for the appeal or shall file a certificate that no transcript is deemed necessary.

2. Unless the entire transcript is to be included, the appellant shall within the ten-day time provided in subsection (d)(1) of this rule, file a preliminary statement of issues the appellant intends to present on appeal and serve on the appellee a copy of the transcript order or certificate and of the preliminary statement. An appellee who believes

that a transcript of other parts of the proceedings is necessary shall order such parts, within ten (10) days after the service of the transcript order or certificate and preliminary statement of the appellant; the appellee shall file such transcript order with the Clerk and mail a copy thereof to the appellant.

3. At the time of ordering the transcript, a party must make satisfactory arrangements with the transcriptionist for payment of the costs of the transcript.

4. The transcript shall be filed with the Clerk as provided in Rule 6(b)(5).

Rule 4. Definitions

“Clerk” shall mean the Clerk of the Gaming Disputes Court who shall serve as the Clerk of the Court of Appeals.

“Counsel of Record” shall include all counsel of record appearing in the Trial Court, including those admitted pro haec vice, as well as any pro se parties.

Rule 5. The Record on Appeal; Exhibits

The record on appeal shall consist of certified copies of the original papers filed in the Trial Court and of the docket entries prepared by the Clerk. The Clerk shall prepare, certify and file with the Court of Appeals all papers comprising the record of the case appealed from within thirty (30) days after an Appeal is filed. Upon certification of the record, the Clerk shall give notice to all parties of the date on which it was filed in the Court of Appeals and mail a copy of the docket entries and the record to the parties. All exhibits in the trial court are deemed exhibits on appeal.

Rule 6. The Briefs and Appendices

(a) Format; Copies;

1. Briefs shall be printed or typewritten, with double spaced typing, on white 8-1/2 by 11 inch paper.
2. An original copy of each brief and any appendix shall be filed with the Clerk, accompanied by a certificate of service upon all counsel or record.
3. The front cover of each brief and appendix, if a separate document, shall contain the title of the case; the case number; the title of the document (e.g., Brief of Appellant, Brief of the Appellee, Appendix); and the name, address, telephone and facsimile number of the party's counsel of record.

(b) Page Limitations; Time for Filing Briefs and Transcript.

1. Except as otherwise ordered, the brief of the appellant shall not exceed thirty (30) pages and shall be filed within forty-five days after the delivery dated of the transcript ordered by the appellant. In cases where no transcript is required, or the transcript has been received by the appellant prior to the filing of the appeal, the appellant's brief shall be filed within forty-fives days of the filing of the appeal.
2. The brief of the appellee shall not exceed thirty (30) pages and shall be filed within forty-five days after the filing of the appellant's brief.
3. The appellant may file a reply brief, not to exceed fifteen (15) pages within fifteen (15) days after the filing of the appellee's brief.
4. Where cases are consolidated or a joint appeal has been filed, the brief of the appellants and that of the appellees shall not exceed the page limitations specified above.
5. Any party ordering a transcript is required, either before or simultaneously with the filing of such party's brief, to file with the Clerk, one unmarked, non-returnable copy of the transcript, including a copy of the court reporter's certification page.

(c) Contents of Briefs. The briefs shall contain, under appropriate headings and in the order indicated:

1. A table of contents with page references, and a table of cases (alphabetically arranged), statutes and other authorities cited, with reference to the pages of the brief where they are cited.
2. A list or statement of the issues presented for review, which statement shall be deemed in replacement of the preliminary statement of issues filed, if any.
3. A statement of the nature of the proceedings and the facts of the case.
4. The argument, divided under appropriate headings into as many parts as there are points.
5. The text of the pertinent portions of any constitutional provision, statute, ordinance, or regulation at issue, or upon which appellant relies. Such text need not be included in the brief if it is included in the appendix.

(d) Appendices. No appendix is required. An appendix may be used to excerpt lengthy exhibits or quotations from transcripts or to set forth the text of the pertinent portions of any Constitutional provision, statute, ordinance or regulation at issue or upon which a party relies.

Rule 7. Motions; Extensions of Time

(a) If an appeal has not yet been filed, the judge who tried the case may, for good cause shown, extend the time for filing the appeal, except as may otherwise be provided by ordinance or by these rules. In no event, shall the trial judge extend the time for filing the appeal to a date, which is more than twenty (20) days from the expiration of the original appeal period. Where a motion for extension of time within which to appeal has been filed at least ten (10) days before the time limit sought to be

extended, the party seeking to appeal shall have no less than ten (10) days from the issuance of notice of denial of the motion to file the appeal.

(b) Once an appeal has been filed, the time provided for taking any step necessary to prosecute or defend the appeal may be extended by a Judge of the Court of Appeals.

(c) Extensions shall be granted only upon written motion filed with the Clerk. The motion, only an original of which need be filed, shall specify the reason for the requested extension and shall also include a statement as to whether the opposing party consents or objects to the motion. Extensions shall be granted only upon showing of good cause. No motion under this rule shall be granted unless it is filed before the time limit sought to be extended by such motion has expired.

(d) An opposing party who objects to a motion for extension of time shall file with the Clerk an objection, with reasons in support thereof, within seven (7) days from the filing of the motion.

(e) Except as otherwise provided, an original copy of any motion papers shall be filed with the Clerk, accompanied by a certification of service upon all counsel of record. All motion papers shall be printed or typewritten, double-spaced, on with 8-1/2 by 11 inch paper.

(f) Motions that are not dispositive of the appeal may be ruled on by a single judge of the Court of Appeals, subject to review by a full panel upon a motion for reconsideration.

Rule 8. Preargument Conference

(a) The Chief Judge may, in cases deemed appropriate, direct the Clerk to schedule conferences in advance of oral argument. The Chief Judge may designate a Judge of the Gaming Disputes Court or, if necessary, designate an Acting Appellate Judge to preside at any such conference.

(b) Each party shall prepare and file with the Clerk a Preargument conference statement, prior to the date of the conference, which shall contain a certification of service to all counsel of record.

(c) The following issues may be considered at a Preargument conference: the possibility of settlement; the simplification of the issues at oral argument; any other appropriate action to aid the proceedings at oral argument or the disposition of the case on appeal.

(d) Except to the extent agreed upon by all parties to the appeal, the proceedings at the Preargument conference shall be deemed confidential and shall not be brought to the attention of the Judges of the Court of Appeals who will hear and decide the appeal.

(e) Failure of counsel or a pro se party to attend the Preargument conference may result in the imposition of sanctions, including costs and payment of attorney's fees to the opposing party, or other appropriate discipline.

Rule 9. Oral Argument

(a) Cases will be considered ready for oral argument when the briefs of all parties, including reply briefs, have been filed or the time for filing reply briefs has expired.

(b) Counsel for the appellant will be entitled to open and close the argument. In cases involving joint appeals, the order of argument shall be determined by the Administrative Judge of the Court of Appeals.

Rule 10. Fees

(a) Except as otherwise provided by ordinance, or unless waived pursuant to subsection (b), at the time of filing the Appeal, the appellant shall pay to the Clerk the filing fee of \$300.00.

(b) Except as otherwise provided by ordinance, if a party is indigent and desires to appeal, that party may file an Appeal together with an Application for Waiver

of Filing Fee, which Application shall be submitted to the Chief Judge. If the Application is granted, the filing fee will be waived; if the Application is denied, the Appeal shall be dismissed by the Clerk unless the filing fee is paid within 10 days, which period may be extended by the Chief Judge

Rule 11. Decisions on Appeal

Decisions of the Court of Appeals shall be issued within one-hundred-twenty (120) days from the date of oral argument.

Rule 12. Suspension of Rules

(a) The design of these rules being to facilitate business and advance justice, they will be interpreted liberally in any case where it shall be manifest that a strict adherence to them will work surprise or injustice.

(b) In the interest of expediting the decision, or for other good cause shown, the Court of Appeals may suspend the requirements or provisions of any of these rules in particular case, except the time for filing an appeal which may only be extended in accordance with rule 7(a) hereof, on motion of a party or on its own motion or may order proceedings in accordance with its direction.

Rule 13. General Provisions

(a) Filing. If papers must be filed by a certain date, the clerk must receive the document by the close of business on that date.

(b) Service of Papers Required. All papers filed with the Clerk, except the transcript, shall contain a certification that a copy has been served on each other counsel of record including the names, addresses and telephone numbers of all counsel served.

(c) Manner of Service. Service may be personal or by mail. Service by mail is complete on mailing.

(d) Day. When used in these Rules, “day” means a calendar day. When an action is required on a day when the Office of the Clerk of the Court is not open or has not been open for the entire business day, the required action shall be due on the first day thereafter that the Office of the Clerk is open for business.

(f) Administrative Judge. The Chief Judge of the Gaming Disputes Court shall serve as Administrative Judge of the Court of Appeals in all appeals except those taken from actions of the Trial Court over which the Chief Judge presided. In such cases, or in any other case in which the Chief Judge is not a member of the appellate panel, the Clerk of the Gaming Disputes Court shall designate, in rotation, a member of the appellate panel to serve as Administrative Judge, who shall act in the place of the Chief Judge under these Rules. The Chief Judge shall have the final decision on any matter involving recusal of any member of the appellate panel.

APPENDIX OF FORMS

APPEAL
GDC-10 (Rev. 2/06)

GAMING DISPUTES COURT OF APPEALS
5 Crow Hill Road
Uncasville, CT 06382
(860) 862-6155

Docket Number: GDCA-____ - ____ - ____

NAME OF CASE: (State full name of case as appears in the judgment file)

- CLASSIFICATION:
- | | |
|---|--|
| <input type="checkbox"/> Appeal | <input type="checkbox"/> Consolidated Appeal |
| <input type="checkbox"/> Cross Appeal | <input type="checkbox"/> Stipulation for Reservation |
| <input type="checkbox"/> Joint Appeal | <input type="checkbox"/> Corrected/Amended Appeal Form |
| <input type="checkbox"/> Amended Appeal | <input type="checkbox"/> Other: (Specify) |

TRIAL COURT DOCKET NO.: _____ TRIAL COURT JUDGE: _____

JUDGMENT FOR: Plaintiff Defendant Other: _____

JUDGMENT DATE: _____ DATE FOR FILING EXTENDED APPEAL: _____

DATE OF ISSUANCE OF NOTICE ON ANY ORDER ON ANY MOTION WHICH WOULD RENDER JUDGMENT INEFFECTIVE: _____

CASE TYPE:

<input type="checkbox"/> Civil (Specify): _____	<input type="checkbox"/> License Appeal	<input type="checkbox"/> Non- License Appeal
<input type="checkbox"/> Administrative Appeal:		
<input type="checkbox"/> Workers Compensation	<input type="checkbox"/> Other (Specify): _____	

APPEAL FILED BY:

<input type="checkbox"/> Plaintiff _____	<input type="checkbox"/> Defendant _____
<input type="checkbox"/> Other _____	

FROM (THE ACTION THAT CONSTITUTES THE FINAL JUDGMENT): _____

BY: _____ DATED: _____ TELEPHONE NO.: _____
(Signature of Attorney or pro se party)

ATTACHMENTS (Indicate which of the following are attached by placing an "X" in the proper box(es)):

- | | |
|--|---|
| <input type="checkbox"/> Preliminary Statement of Issues | <input type="checkbox"/> Preliminary Designation of Pleadings |
| <input type="checkbox"/> Certificate Re: Transcript | <input type="checkbox"/> Appearances |

CERTIFICATION: I hereby certify that a copy hereof was served on all counsel and pro se parties of record on: _____

SIGNED BY (Individual Counsel): _____ DATED: _____

To be completed by Trial Court Clerk

- Filing Fee Paid
- Waiver of Filing Fee

COURT USE ONLY – FILE DATE