

FILING INFORMATION FOR

Petition for Writ of Certiorari

and

Brief in Opposition to Writ of
Certiorari

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SUPREME COURT OF THE UNITED STATES

After receiving your finalized Petition or Brief, we will typeset your cover, produce and bind forty copies for the court, produce and bind the necessary service copies and cut them down to the required size of 6^{1/8} by 9^{1/4} inches.

We will, on or before the required filing date, file your Petition or Brief with the Supreme Court of the United States via first class, certified mail. We can file via overnight service or courier at your request. We will provide a cover letter to the Court, affidavit of service according to Rule 29(5)(c), a word count certificate, and will distribute service copies in accordance with your instructions. Should you desire a file-stamped copy, upon your request we will be happy to provide an addressed, post-marked envelope to the Court with the request that they file-stamp a copy and mail it back to your office.

While we can provide same day printing in most circumstances, we prefer to receive your petition or brief one day before filing. You can send us your petition or brief via email, and MSWord or WordPerfect format is preferred.

Our e-mail address is: **lantagne@lantagne.com**

The next few pages cover **Rule 14 - Petition for Writ of Certiorari** and **Rule 15 - Brief in Opposition**, as well as our fee schedule and margin set-up information. These sheets outline pertinent information as to content and format requirements for your petition or brief. If you have any questions or would like more information or samples, please do not hesitate to call.

Court Appointed Appeals:

The filing format of a court appointed document differs greatly from these guidelines. If you have any questions about or need help with a court appointed filing, please give us a call.

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UNITED STATES SUPREME
COURT

Preparation; Production; Filing & Serving:

\$500.00 base charge plus .25 per copy 46 copies

Example: 46 copies of a 50 page petition/appendix -

46 copies x 50 pages = 2,300 total copies x .25 = \$575.00 + \$500.00 base charge

Total:
\$1075.00

These charges include full service on the Petition/Brief: 40 to Court with notarized affidavit of service and word count prepared at LLP - mailing of required copies to opposing counsel and to LLP client.

We perform filing with the US Supreme Court by US Postal Service, first-class, certified mail. Rule 29(2) provides that a document is timely filed if it is sent to the Clerk through the United States Postal Service by first-class mail bearing a postmark showing that the document was mailed on or before the last day for filing.

RULE 14 - PETITION FOR WRIT OF CERTIORARI

The Petition shall contain, in the order here indicated:

Questions Presented
Parties to the Proceeding (if required)
Corporate Disclosure Statement (if required)
Table of Contents
Table of Authorities
Opinions Below
Jurisdiction
Constitutional and Statutory Provisions
Statement of the Case
Reasons for Granting the Petition
Conclusion

Pursuant to Rule 14.1(i), your petition must contain an appendix (documents must be retyped or reformatted to meet margin and font requirements) consisting of and in the following order:

- *opinions, orders, findings of fact and conclusions of law entered in conjunction with the judgment sought to be reviewed
- *any other opinions, orders, findings of facts and conclusions of law entered in the case by courts or administrative agencies
- *any order on rehearing
- *judgment sought to be reviewed if the date of its entry is different from the date of the opinion or order indicated above any other appended materials (See Rule 14.1(i)(v) and (vi))

Due Date: Rule 13 - 90 days after entry of the judgment

Rule 29.2: To be timely filed, a document must actually be received by the Clerk within the time specified for filing; or be sent to the Clerk by first-class mail, postage prepaid, and bear a postmark showing that the document was mailed on or before the last day for filing. COMMERCIAL POSTAGE METER LABELS ALONE ARE NOT ACCEPTABLE.

Cover: Rule 33 – White

Word Limit: Rule 33.1(d)(g)- The petition is limited to 9,000 words exclusive of: questions presented, list of parties and corporate disclosure statement, table of contents, table of cited authorities, listing of counsel at end of document and any appendix documents. Verbatim quotations required under Rule 14.1(f) are also excluded if they are set out in the brief instead of the appendix.

Text: Rule 33.1(b) - The only acceptable fonts are from the Century family (Century Schoolbook, Century Expanded, New Century Schoolbook) and must be 12 point type for body text and 10 point for footnotes. The Rules indicate two points or more of leading is required between lines. Regular single spacing satisfies the “two points of leading” requirement.

Service: Three copies (**Rule 29.3**); If the United States or any department, office or employee thereof is a party to be served, service must be through the Solicitor General (**Rule 29.4**)

Client: Three copies (additional copies provided upon request and billed according to page count)

RULE 15 -BRIEF IN OPPOSITION

In addition to presenting other arguments for denying the petition, the brief in opposition should address any perceived misstatement of fact or law set forth in the petition which have a bearing on what issues properly would be before the Court if certiorari were granted. (Rule 15.2)

A Brief in Opposition shall contain:

Restatement of Questions

Presented*

Parties to the Proceeding*

Corporate Disclosure

Statement (if required)

Table of Contents

Table of Authorities

Opinions Below*

Jurisdiction*

Constitutional and Statutory
Provisions*

Statement of the Case*

Reasons for Denying the
Petition

Conclusion

**These statements need not
be made unless respondent
is dissatisfied with their
presentation by the opposing
party.*

Due Date: Rule 15.3 - 30 days after Petition for Writ of Certiorari is placed on the docket.

Rule 29.2: To be timely filed, a document must actually be received by the Clerk within the time specified for filing; or be sent to the Clerk by first-class mail, postage prepaid, and bear a postmark showing that the document was mailed on or before the last day for filing. **COMMERCIAL POSTAGE METER LABELS ALONE ARE NOT ACCEPTABLE.**

Cover: Rule 33 -Orange

Word Limit: Rule 33.1(d)(g) - The brief is limited to 9,000 words exclusive of: questions presented, list of parties and corporate disclosure statement, table of contents, table of cited authorities, listing of counsel at end of document and any appendix documents. Verbatim quotations required under Rule 14.1(f) are also excluded if they are set out in the brief instead of the appendix.

Text: Rule 33.1(b) - The only acceptable fonts are from the Century family (Century Schoolbook, Century Expanded, New Century Schoolbook) and must be 12 point type for body text and 10 point for footnotes. The Rules indicate two points or more of leading is required between lines. Regular single spacing usually satisfies the “two points of leading” requirement, but if you want a little extra insurance, we suggest setting your line spacing to 1.1.

Service: Three copies (Rule 29.3); If the United States or any department, office or employee thereof is a party to be served, service must be through the Solicitor General. (Rule 29.4)

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MARGIN REQUIREMENTS

In order for your petition to be formatted in a way that allows us to prepare it properly for the Court, you should use the following margin settings. Please note that your appendix documents also need to be retyped or reformatted into these same margins under the same font and line spacing requirements as the petition.

Set your document for standard 8^{1/2} x 11 inch paper and set margins as follows:

Top: 1 inch

Bottom: 2.85 inches

Left: 2.2 inches

Right: 2.2.inches