

**UNITED STATES COURT OF APPEALS  
TENTH CIRCUIT**

Office of the Clerk  
Byron White United States Courthouse  
Denver, Colorado 80257  
(303) 844-3157

Elisabeth A. Shumaker  
Clerk of Court

Chris Wolpert  
Chief Deputy Clerk

TO: Person Appealing Pro Se (without counsel)

RE: NEW APPEAL

Your appeal will be reviewed at the 10th Circuit Court of Appeals. Please note our contact information at the top of this page.

After your appeal is opened, you will receive information regarding how your case will proceed. You will need to submit an entry of appearance form to the Circuit Court within 30 days of the date the appeal is opened.

In addition, you may need to pay the prescribed fee (\$5.00 filing fee and \$500.00 docket fee) for the appeal. Those fees are paid directly to the district court. If you are not a prisoner, you may seek to proceed in forma pauperis (and not pay the fee up front) by filing a motion with the district court seeking that status. If the motion is denied, you will be given the opportunity to file a motion with the Court of Appeals. If you were granted in forma pauperis status for your district court proceeding, and the district court did not enter an order finding your case frivolous or otherwise denying leave to proceed on appeal in forma pauperis, you will not need to file a new motion nor pay the fee.

If you are a prisoner filing an appeal in a non-habeas corpus proceeding, you will be required to pay the filing fee pursuant to the Prisoner Litigation Reform Act. You may seek permission to pay the fee in installments. An application will be sent to you by the Court of Appeals after your appeal is filed. If you are filing an appeal of a habeas corpus proceeding, and you were granted in forma pauperis status for your district court case, you most likely will not need to file a new motion nor pay the fee. You will receive direction regarding any fee issues after your appeal is opened.

ELISABETH A. SHUMAKER  
Clerk of Court