

APPENDIX E

OFFICE OF THE CLERK  
COURT OF APPEAL, THIRD CIRCUIT  
STATE OF LOUISIANA  
P.O. BOX 16577  
LAKE CHARLES, 70616  
(337) 433-9403



KENNETH J. deBLANC  
CLERK

CHARLES K. McNEELY  
CHIEF DEPUTY CLERK

ROBERTA D. BURNETT  
FIRST DEPUTY CLERK/OFFICE SUPERVISOR

DEBRA D. STEVENS  
DEPUTY CLERK

**Pro Se Briefing Notice to Defendant**

STATE OF LOUISIANA  
Versus

**TO DEFENDANT:**

**BY ORDER OF THE THIRD CIRCUIT COURT OF APPEAL:**

1. Put the docket number shown above the case title on all correspondence and pleadings you file in your appeal with this Court.
2. You are a defendant in this criminal appeal. You are **NOT REQUIRED** to file a brief. If you do elect to file a pro se brief, you are limited to **ONE** brief of not more than **28 PAGES, DOUBLE-SPACED**, and you must certify that a copy was sent to your attorney and the attorney for the State. A pro se brief filed more than **30 DAYS** after the date of this notice would delay the appellate process and will not be accepted for filing.

**TO DEFENDANT’S ATTORNEY:**

BY ORDER OF THE THIRD CIRCUIT COURT OF APPEAL, YOU ARE TO FILL IN THE INFORMATION BELOW AND SEND THIS FORM, ALONG WITH A COPY OF THE BRIEF YOU ARE FILING ON DEFENDANT’S BEHALF, TO THE DEFENDANT. WHEN YOU FILE YOUR BRIEF ON BEHALF OF DEFENDANT WITH THE COURT, YOU SHALL ALSO FILE A COPY OF THE COMPLETED FORM THAT YOU SENT TO THE DEFENDANT.

1) Name of Defendant: \_\_\_\_\_

2) DOC number of Defendant, IF ANY: \_\_\_\_\_

3) Address of Defendant: \_\_\_\_\_  
\_\_\_\_\_

4) I certify that this NOTICE and a copy of the BRIEF filed on behalf of defendant was sent to DEFENDANT on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**(This date SHALL NOT be later than the date the brief is filed with the Court.)**

\_\_\_\_\_  
SIGNATURE OF ATTORNEY FOR DEFENDANT

THIRD CIRCUIT COURT OF APPEAL

\_\_\_\_\_  
BY THE CLERK, FOR THE COURT