

**SAMPLE FORM T**

**ABANDONMENT OF APPEAL  
(UNLIMITED CIVIL CASE)**

## **ABANDONMENT OF APPEAL (UNLIMITED CIVIL CASE)**

**INSTRUCTIONS** If you wish to abandon your civil appeal **BEFORE** the record is filed, you should file a written Abandonment of Appeal (Unlimited Civil Case) form in the **Superior Court**.

This form is available online in Adobe Acrobat PDF format and may be filled out electronically for free at <http://www.courts.ca.gov/forms>. Select "Appellate" forms, then click on Form [APP-005](#).

### **Filling out the Abandonment of Appeal (Unlimited Civil Case) form:**

#### **Caption**

(1) In the "Attorney or Party Without Attorney" area at the top of the form, fill out your name, mailing address, and telephone number where you can be reached during the day. If you have chosen to file your documents electronically, you must include your e-mail address in this section. You may also include a fax number if you have one.(2) In the "Superior Court of California, County of" area of the form, specify the county, address, and branch name of the superior court that made the order or judgment you are appealing.

(3) In the next box on the form marked "PLAINTIFF/PETITIONER" and "DEFENDANT/RESPONDENT" fill out the plaintiff's name and defendant's name as they appear in the superior court case caption.

(4) In the "Superior Court Case Number" box to the right, write the superior court case number.

(5) In the "Court of Appeal Case Number (*if known*)" box, write the Court of Appeal case number, if you know it.

#### **Abandonment Statement**

Fill in the date your Notice of Appeal was filed. At the bottom of the form, write the current date, type or print your name legibly, and sign the form.

#### **Proof of Service**

The Abandonment of Appeal must be served on the other party or parties to the appeal. If the document is served by mail or personal delivery, have someone over the age of 18 who is not a party to the action serve the document and fill out form [APP-009](#). If you are serving the document by e-mail, you can do it yourself and fill out form [APP-009E](#). See instructions accompanying [Sample Form C](#).

**Serve:** All counsel and all self-represented parties

#### **Instructions for Paper Filing:**

Original with **Superior Court** plus completed proof of service  
Provide an extra copy to be file-stamped for your file.

