



Free Self-Help Clinic for Indigent Civil Litigants With Cases That Are on Appeal

You may be eligible to attend a free, self-help clinic for indigent civil litigants whose cases are on appeal!

Public Counsel, the public interest law office of the Los Angeles County and Beverly Hills Bar Associations, provides a free self-help clinic in the Settlement and Mediation Center of the Court of Appeal, located on the second floor of the Ronald Reagan State Building at **300 South Spring Street** in downtown Los Angeles.

The clinic staff can help by providing information about the many procedures, filings and deadlines appellants and respondents will encounter throughout the appeals process.

Qualifying litigants are invited to call for an appointment or stop by the clinic with questions that might arise at any stage of their appeal.

Appeals topics covered include:

- Appealability of the trial court's order ("Is my order appealable?")
- Record on appeal (what it is)
- Designation of record on appeal (notifying the superior court which records to prepare for the Court of Appeal to review)
- Civil Case Information Statement
- Certificate of Interested Entities or Persons
- Motions and Applications (and the difference between the two)
- Fee waivers and the costs that are covered when a fee waiver is granted
- How to overcome minor mistakes that place your appeal in jeopardy ("curing" defaults)
- General guidance on how to structure and write a brief
- How to use proper legal and factual citations in briefs and motions
- Proofs of service - when they are required, who gets served, and who may serve documents on your behalf
- Retaining counsel midway through and the "substitution of attorney" requirement
- Oral argument (not a "new trial"); responding to a calendar notice informing you about oral argument; what it means to choose not to participate in oral argument

The clinic is open from **9:00 a.m. to 12:00 noon and 1:00 to 3:00 p.m.** every **Monday, Wednesday and Friday**. To make an appointment, call Lisa Jaskol during clinic hours at **(213) 830-7234** or at **(213) 385-2977, ext. 151** during non-clinic hours, or email her at ljaskol@publiccounsel.org. You may also visit the clinic **during clinic hours** on a walk-in basis. Those without an appointment will be seen on a first-come, first-served basis.

To qualify for assistance, you will need to show a court order granting a waiver of fees or otherwise establish that you are indigent under Public Counsel's guidelines.

Spanish-language assistance available with advance notice. *Tenemos ayuda en español, pero nos tiene que notificar con tiempo.*