

Franklin County Clerk of Courts

14 North Main Street
Chambersburg, Pennsylvania 17201



Todd A. Rock

(717) 261-3805 Tel.

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NOTICE OF APPEAL FROM SUMMARY CONVICTION

FILING FEE - The filing fee is for filing purposes only and is non-refundable if your conviction is upheld.

COURT COST - The costs incurred in a court case for appealing a summary conviction begin as low as \$165.00 and range upward depending on the sentence, subpoenas issued, and any continuances.

FINES - Upon conviction, a fine may be part of any sentence that may be imposed by the Court.

CREDITS - Payments at the District Judge level will be credited toward your final balance.

REFUNDS - The filing fee is NON-REFUNDABLE, unless the charges are dismissed without court cost due. If fines and/or costs were previously paid, and there is a reduction in the fine and/or cost, a refund will be issued to you.

LICENSE - If you are requesting a delay of suspension, revocation or disqualification of your driver's license from the PA Department of Transportation, you will need to request this form from the Clerk of Courts Office. You must obtain a certified copy of the time-stamped notice of appeal and send the certified copy along with the Request for Delay to PA Department of Transportation. This form is not to be used for removal of points, exams or hearings.

EMPLOYEES OF THIS OFFICE ARE PROHIBITED FROM GIVING LEGAL ADVICE.

\$53.00 Cash/Check/Money Order made payable to "Clerk of Courts"

Mail or Appeal in Person to:

Clerk of Courts

14 N. Main St.

Chambersburg, PA 17201

Instructions for Completing a Notice of Appeal from a Summary Criminal Conviction

Instructions: Numbers listed below correspond with the numbers located in each box on the Notice of Appeal Form.

- 1. Appellant's name and address**
- 2. The date the Notice of Appeal is completed and filed with the Clerk of Courts.**
- 3. The case number assigned at the Magisterial District Judge proceeding; Ex. TR-1-2011, NT-1-2011, CR-1-2011**
- 4. The number on the citation itself**
- 5. The district number of the Magisterial District Judge who issued the conviction; it will be 39-3- (specific district number)**
- 6. The sentence imposed by the Magisterial District Judge at the summary proceeding; NOTE: The suspension of one's driving privileges may be a collateral consequence of a conviction and NOT PART OF THE SENTENCE. Such a suspension is imposed by PennDOT and must be appealed separately from this Appeal. This appeal does not stop that suspension.**
- 7. The date on which the sentence was imposed**
- 8. The corresponding name and number of the offense(s) in the Crime Code, Vehicle Code or other statute which the Appellant was convicted of and is appealing**
- 9. Any grounds relied upon for the instant appeal; unless the Appeal is resulting from a guilty plea or conviction.**
- 10. The date of the Order of the Magisterial District Judge being appealed**
- 11. The name and mailing address listed for the police officer or state trooper listed as the affiant on the citation or the person who filed the complaint**
- 12. The amount of any money that was paid to the Magisterial District Judge and applied to any fines, costs, or restitution in the case being appealed**
- 13. The name and mailing address of the Magisterial District Judge whom presided over the summary proceeding**
- 14. The name and mailing address of the attorney, if any, filing the appeal**

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Mail or Appeal in Person to: Clerk of Courts

14 N. Main St.

Chambersburg, PA 17201

Commonwealth of Pennsylvania
Court of Common Pleas
County of: Franklin
Judicial District



**Notice of Appeal from Summary
Criminal Conviction**

Appellant Name:
Address:
City: State: Zip:
Phone Number:

Date: Issuing Authority
Docket Number:
Citation No:
Magisterial District No: MJ-

A sentence of _____ was imposed on: _____ . Offense(s) of which convicted:
Grounds relied upon for appeal (except when the appeal is from a guilty plea or a conviction):
Date of entry of guilty plea, the conviction, or other final order from which appeal is taken:

Name and mailing address of affiant as show on citation or complaint:
Affiant Name:
Address:
City: State: Zip:

If sentence includes fines, costs or restitution, amount paid, if any:

Type or amount of bail or collateral furnished to issuing authority, if any:

Name and mailing address of issuing authority:
Issuing Authority:
Address:
City: State: Zip:
Phone No:

Name and address of attorney filing notice of appeal:
Attorney Signature: _____
Attorney Name (Printed):
Address:
City: State: Zip:
Phone No: Fax No:
Supreme Court ID Number:

NOTICE TO DEFENDANT:

If your appeal is from a motor vehicle conviction other than parking, have the clerk of courts certify this copy and mail to the following address:

**PennDOT
Correspondence Unit
PO Box 68618
Harrisburg, PA 17106**

I hereby certify that an appeal has been filed in the above-captioned case.

Clerk of Courts