



New York Supreme Court Appellate Division - First Department

Checklist for Appellant's Brief

Content

- ✓ Table of Contents, including the point headings of the argument – Rule 600.10(d)(2)(i)
- ✓ Table of Authorities (required) – Rule 600.10(d)(2)(i)
- ✓ Statement of Questions Involved – Rule 600.10(d)(2)(ii)
- ✓ Statement of the Case and of the Facts, with reference to Appendix or Record on Appeal pages – Rule 600.10(d)(2)(iii)
- ✓ Argument, divided into points by appropriate headings – Rule 600.10(d)(2)(iv)
- ✓ Conclusion with signature and date Rule 130-1.1a
- ✓ Signature – Rule 130-1.1a
- ✓ Printing Specifications Statement – Rule 600.10(d)(1)(v)
- ✓ Statement Pursuant to CPLR 5531 or Pre-argument Statement – Rule 600.10(d)(2)(v)
- ✓ **Format**
- ✓ Font Size – Rule 600.10(a)(3)
 - (Proportional) 14 pt. text, 12 pt. footnotes, 15 pt. headings
 - (Monospaced) 12 pt. text, 10 pt. footnotes, 14 pt. headings
- ✓ Typeface – Rule 600.10(a)(3)
 - Clear serified typeface
- ✓ Margins – Rule 600.10(a)(4)
 - At least one inch
- ✓ Line spacing – Rule 600.10(a)(4)
 - Double, except footnotes, headings, and indented quotations

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