

CITY OF _____ MUNICIPAL COURT

Address

Phone number

APPELLATE PROCESS FOLLOWING A CONVICTION

If you were convicted in the municipal court and wish to contest this conviction, you have the right to file an appeal, pursuant to Kansas law, specifically K.S.A. 22-3609. The Judge will establish an appearance bond to ensure that you will appear in district court should you choose to file an appeal. Such appearance bond must be paid at the time of the filing of the appeal.

If you wish to file an appeal, you have 14 calendar days to do so. All appeals from the City of _____ will be heard in the _____ County District Court, located at - _____ . This appeal would allow you to have a new trial on the original complaint from municipal court. Your case would be tried to a District Court Judge, or in some circumstances, you may request a jury trial.

Should you choose to appeal, you are required to file a Notice of Appeal **and** pay the appearance bond that was set by the Court. The District Court also requires you to pay a _____ docket fee in order to file the appeal. This docket fee must be paid in cash. This may be done at either the Johnson County District Court or at the City of _____. You are required by law to provide notice of your appeal to the city prosecutor. The court clerk of the municipal court has an appeal form you may fill out that includes all of the required information.

If you pay your fine imposed by the Judge, you may be waiving your right to appeal.

Once you pay the appearance bond, you will be provided with a court date on which you must appear in _____ County District Court. If you fail to appear at that time or at any other time during the course of your appeal, your bond will, in all likelihood, be forfeited and the case will be returned to the _____ municipal court for execution of the fine and/or sentence that was initially imposed.

Please be advised that if you are convicted on appeal, the District Court Judge may assess penalties less than, equal to, or greater than those imposed by the Municipal Court. The appearance bond must be posted (paid) in order to file your appeal correctly. The Judge of the Municipal Court has set an appearance bond in the amount of \$_____.