

**Additional information for Persons seeking to Appeal to the Manitoba Court of Appeal,  
Supreme Court of Canada or Federal Court of Appeal**

Name: \_\_\_\_\_ DOB: \_\_\_\_\_

Judge making order: \_\_\_\_\_ Judgement in: PJC QB

Date of Judgement: \_\_\_\_\_

**Please note that the appeal period expires 30 days from the date of sentence. You may file a Prisoner's Own Appeal to ensure you do not lose your right of appeal while we are processing your application. A copy is attached to this form.**

Your Legal Aid Application **must** include the following documents or an explanation for why they are not available:

**A: Opinion**

The opinion of your lawyer as to the legal merit to appeal or seek leave to appeal.

OR

I have attached my explanation why I feel there are grounds to appeal. I have also provided an explanation why I cannot get an opinion from my lawyer.

**B: Copy of Order / Judgement**

A copy of the order or judgement from which the appeal is to be taken.

OR

I have attached an explanation why I cannot provide this.

**C: Copy of Reasons for Order / Judgement**

A copy of the reasons for the order or judgement from which the appeal is to be taken.

OR

I have attached an explanation why I cannot provide this.

Copies of Orders and Judgements and Reasons for Orders and Judgements for those persons held in custody may be found in your institutional file. You will need to request the Court Information, Disposition Sheet, Warrant of Committal and Reasons for Decision (if any). For those out of custody please see the Manitoba Courts Website [http://www.manitobacourts.mb.ca/judgements\\_transcripts.html](http://www.manitobacourts.mb.ca/judgements_transcripts.html) for information regarding how to obtain copies of the orders or transcripts.

**Failure to provide the above information or a reasonable explanation as to why you are unable to provide the above information may result in your application for legal aid being refused.**

SCHEDULE

FORM 1  
(Subrule 3(1))

NOTICE OF APPEAL/NOTICE OF APPLICATION FOR LEAVE TO APPEAL BY ACCUSED

IN THE MATTER OF \_\_\_\_\_  
 \_\_\_\_\_ (name of accused in full)  
 \_\_\_\_\_ convicted (or pleaded guilty) on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
 (D.O.B. D/M/Y)  
 of \_\_\_\_\_  
 \_\_\_\_\_ (state the charge(s) in full)  
 before \_\_\_\_\_ at the \_\_\_\_\_ in \_\_\_\_\_, and  
 (name of judge) (name of court) (court centre)  
 was sentenced on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before \_\_\_\_\_ at the  
 \_\_\_\_\_ (name of judge)  
 \_\_\_\_\_ in \_\_\_\_\_, and now in custody at  
 \_\_\_\_\_ (name of court) (court centre)  
 \_\_\_\_\_ (name of institution or penitentiary)

or

whose last known address is:

The accused intends to \_\_\_\_\_ to The Court of Appeal against the  
 \_\_\_\_\_ (appeal or apply for leave to appeal)  
 \_\_\_\_\_ on the following grounds:  
 \_\_\_\_\_ (conviction and/or sentence)

And such further grounds as counsel may advise and This Honourable Court may permit.

The accused wishes to present his/her case and argument \_\_\_\_\_  
 \_\_\_\_\_ (in writing or by oral argument)

The accused \_\_\_\_\_ to be present in person at the hearing of the appeal.  
 \_\_\_\_\_ (desires or does not desire)

WAS ORAL EVIDENCE TENDERED AT TRIAL?  YES  NO

HAS A TRANSCRIPT OF THE EVIDENCE WITH RESPECT TO CONVICTION AND/OR SENTENCE BEEN ORDERED FROM TRANSCRIPTION SERVICES?  YES  NO

Address for service for the accused is \_\_\_\_\_  
 \_\_\_\_\_ (Address of accused or counsel for accused)

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Signature of accused or counsel for accused)

TO: The Registrar of The Court of Appeal  
 Law Courts Building  
 100E - 408 York Avenue  
 Winnipeg, MB R3C 0P9

AND TO: Manitoba Justice  
Criminal Prosecutions  
5th Floor - 405 Broadway  
Winnipeg, MB R3C 3L6

OR

Department of Justice Canada  
Criminal Prosecutions  
301 - 310 Broadway  
Winnipeg, MB R3C 0S6

**LEGAL AID MANITOBA  
INMATE REQUEST FORM**

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

LOCATION: \_\_\_\_\_

To the Unit Manager/Supervisor,

I am applying to Legal Aid Manitoba for assistance to appeal my conviction and/or sentence. To assess my application, Legal Aid Manitoba requires a copy of the following:

1. Court Information
2. Disposition sheet / Warrant of Committal
3. Written Reasons for Decision

Please forward these documents, if available, to the Executive Director at the address/fax number, or email below.

All requested documents are to be sent directly to:

Executive Director  
Legal Aid Manitoba  
4th Floor, 287 Broadway  
Winnipeg, MB R3C 0R9  
Fax: (204) 944-8582

I agree to pay any fees associated with faxing these documents.

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Inmate Signature