

## SPD APPELLATE QUESTIONNAIRE

If you have filed a notice of intent to pursue postconviction relief, your trial representation is not complete until you have:

1. Forwarded all transcripts obtained during the course of your trial representation and a date-stamped copy of the notice of intent to SPD Appellate Intake, P.O. Box 7862, Madison, WI 53707.
2. Requested any appropriate jail credit from the trial court. This is not the responsibility of appellate counsel.
3. In Misdemeanor cases, it is your obligation to discuss with your client a stay of any jail sentence pending appeal, including potential effects, and to proceed should your client choose and you feel there is appropriate basis to do so. If you have any questions about this, contact the First Assistant of your trial office.
4. Filled out this questionnaire and sent it to Appellate Intake.

<b>Client's Name: «CLIENT»</b>		
County: «COUNTY»		Social Security No.
Case No(s): «CASENO»		SPD Case No(s):
Attorney: «TRIALATTORNEY»		Office:
Sentence/Disposition Date:		Guilty/No-Contest/Other
Jury Trial:	Length of jury trial:	Was Jury Polled
Court Trial:	Length of court trial:	Individually:
<b>TRANSCRIPTS</b>		
Date	Nature of Proceeding	Court Reporter
<b>CONFLICTS</b>		
Codefendant/witness/informant	Represented By	
Is there a stay of sentence pending appeal?		
If not, why not?		
Is client on Huber/work release?		
Has a status hearing date been set?		
If so, when and where? (Specify date, time and court)		
<b>Potential Appellate Issues</b>		