

**UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF UTAH**

**GUIDELINES FOR APPEAL PROCEDURES
THE UNITED STATES BANKRUPTCY APPELLATE PANEL
OF THE TENTH CIRCUIT**

Pursuant to United States Bankruptcy Appellate Panel of the Tenth Circuit Local Rules, the following guidelines should be used to facilitate the processing of the recently filed appeal. Further information can be obtained from the BAP website www.bap10.uscourts.gov.

1. All appeals from Bankruptcy Courts in the Tenth Circuit in districts which have authorized appeals pursuant to 28 U.S.C. 158 (c) (1) are to the United States Bankruptcy Appellate Panel of the Tenth Circuit, unless an Election to U.S. District Court is filed by the appellant with the Notice of Appeal or by other parties within 30 days of the Notice of Appeal.
2. Within 10 days after the filing of the Notice of Appeal, the appellant shall file with the Bankruptcy Court and serve a copy on the appellee and the BAP a Designation of Record and Statement of Issues on Appeal. The appellee has 10 days after the service of appellant's Designation of Record and Statement of Issues to file his/her own Designation of Record and Statement of Issues with the Bankruptcy Court and serve a copy on the BAP. Local Bankruptcy Appellate Panel Rule 8006-1 (a), Parties need NOT provide a copy of the items Designated to the Clerk of the Bankruptcy Court. The record will be brought before the Bankruptcy Appellate Panel in the appendices filed by the parties as required by 10th Circuit BAP L.R. 8009-1.
3. Timely Requests for Transcripts are necessary to ensure adequate time to reproduce the records. Any party must order the parts of the transcript that will be needed on appeal pursuant to 10th Cir. BAP L.R. 8006. The Court will not bear the cost of requested Transcripts. Please file the transcript order form with the Clerk of the Bankruptcy Court as proof of a timely request.
4. The Appeals Clerk, as required by 10th Cir. BAP L.R. 8007-1(a) has already transmitted copies of the Notice of Appeal and other pertinent pleadings to the Clerk of Bankruptcy Appellate Panel. A Bankruptcy Appellate Panel Number will be assigned and further instructions to assist you will be forwarded by the Bankruptcy Appellate Panel Clerk's office. Forms may be obtained on the Bankruptcy Court website www.utb.uscourts.gov.

U.S. Bankruptcy Appellate Panel of the Tenth Circuit
Office of the Clerk
Byron White U.S. Courthouse
1823 Stout Street
Denver, CO 80257
303-335-2900

WILLIAM C. STILLGEBAUER
Clerk of Court

By _____
Appeals Clerk

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