

## **APPEALS PROCESS**

No matter what happens in the Protective Order hearing, if the judge issues a final order (either a Protective Order or an Order Denying the Protective Order), either party has the right to appeal the decision, as long as they fill out the right form within 10 days (that is ten calendar days including weekends and holidays, not ten business days). Make sure your address is up to date with the court so you can be notified if your case is appealed.

This kind of appeal goes to the Fairfax Circuit Court for a whole new “do-over” trial in a new court. The judge in Circuit Court is not allowed to consider what happened in the J&DR hearing, so the result can be very different. You may want to consult with a lawyer before deciding whether to appeal your case.

If a Protective Order is issued by the J&DR court and it gets appealed, the order will stay in effect to protect Petitioner until the Circuit Court decides the case on appeal.

If you want to appeal the decision, you have to go to the “Post-Court” window of the clerk’s office, marked as room 302. The clerk will give you an appeal form to fill out. It is not necessary to say why you are appealing the decision; you don’t have to have a reason.

Behind the scenes, the clerk will take the appeal form and put it together with the court file and send it all upstairs to the Circuit Court clerk’s office. This process can take several days, or even a week. Once the Circuit Court clerk’s office receives the file, they have two business days to process it, give the case a new case number, and schedule it for a court date.

The first court date for an appeal is at the Civil Term Day. You will receive a notice in the mail with instructions about where and when to go. Your new case number will be on that notice. When you look on the monitors on the 4<sup>th</sup> or 5<sup>th</sup> floor at the court, your case will be listed by the number, not by either party’s name. At Civil Term Day, the judge gathers all of the cases that have been appealed over the last month and schedules them for trial. This “Civil Term Day” hearing is not a time to bring your evidence or your witnesses; all the court will do is schedule a new court date.

At the Civil Term Day, the judge will issue a “scheduling order,” which is a set of instructions for what you need to do before you show up for the trial date. That order contains deadlines for certain things you must do to prepare. Most commonly, each party must prepare a Witness and Exhibit List at least 15 calendar days before the next court date and submit it to the court and to the other party.

The Witness and Exhibit List is a list of the witnesses you expect to testify (even if it is just yourself) and a list of any documents, pictures, or other evidence you want the judge to see. Before the trial, you will need to submit the list of evidence to the court, not the actual evidence. However, you will need to send the evidence to the other party by the deadline, so they know

what to expect. If you don't complete this step, the judge may not let you present any evidence in your new trial.

If you have questions about how to do any of this, you should consult with an attorney or ask for help at the law library on the first floor of the courthouse.

At the Protective Order Appeal trial, the process is very similar to the process in the J&DR court, but more formal. You should bring all of the witnesses and evidence that you want the judge to see or hear. The judge will not know what happened at the trial in the J&DR court; they are looking at the evidence with fresh eyes. Remember that in Circuit Court, if you can see a red digital clock, everything that anyone says is being recorded, even if the judge is not in the room.

At the end, the Circuit Court Judge will decide whether to grant a new Protective Order for up to 2 years from that date, or to deny it and dissolve any Protective Order that was issued by the J&DR court.

After the trial, either party can appeal the decision to the Court of Appeals, but that process is very complicated, and there has to be a good reason for the appeal. The person who is appealing has to say that the judge made a clear mistake in the way they understood or interpreted the law.

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