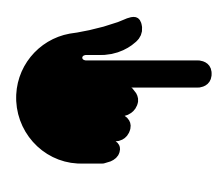




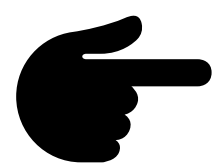
# IMPORTANT STEPS FOR FILING NOTICE OF DISCRETIONARY REVIEW



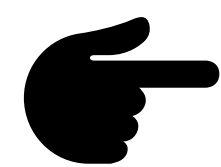
**Call one of our resource attorneys!**

**Division I: Jan Trasen (206) 587-2711**

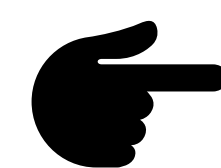
**Divisions II & III: Jodi Backlund (360) 339-4870**



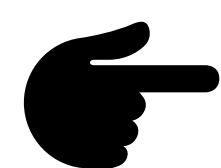
**Bring the paperwork to the hearing, and make sure your client signs the motion for order of indigency**



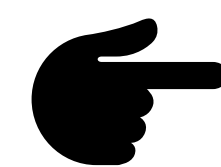
**Order the transcript, preferably on the same day as the hearing**



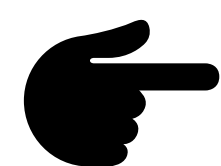
**Serve the notice on all parties and attach proof of service**



**Attach the order you are seeking review of**



**Include the motion/order of indigency**



**Give transcripts and relevant documents to appellate counsel. Do not file a statement of arrangements or designation of clerk's papers!**



**Technical Questions? Contact the Appellate Help Desk at  
[appellatehelp@opd.wa.gov](mailto:appellatehelp@opd.wa.gov) | 360-586-3164 x155**