



NORTH DAKOTA APPELLATE CASE SYSTEM

PUBLIC PORTAL E-FILING GUIDE

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As a registered user, you can create a new case or file into an existing case.

*Self-represented filers may want to choose the **Guided Entry** mode, which gives additional information while creating a filing.*

Filing a New Case

A new case will not have an existing case number. Once the initial filing has been accepted, the Supreme Court Clerk of Court's Office will give the filing a case number.

If you already have an existing case number, skip to the instructions for [Filing into an Existing Case on Page 45](#).

Create Filing

Create Filing – Select Court

1. Under the **Create** option in the left menu, select **New Filing**. The **Create Filing** screen appears with the **Court** drop-down box.

The screenshot shows the 'Create Filing' interface. On the left, a sidebar menu includes 'Home', 'Announcements', 'Notifications', 'Search', 'Administration', 'My Work', 'Create', 'Request Case Access', and 'New Filing'. A red arrow points to 'New Filing'. The main area is titled 'Create Filing' and features a breadcrumb trail: 'CASE TYPE > ENTRY MODE > FILING TYPE > DETAILS > SUMMARY'. Below this is a 'SELECT COURT' section with the instruction 'Please select the court in which you are going to file.' A dropdown menu is open, showing 'Court *' and 'North Dakota Supreme Court'. A blue 'CONTINUE' button is at the bottom right of the form.

2. Click **Continue**.

Create Filing – Case Type

1. Select the **Create a New Case** option from the **Case Type** drop-down box.

Home

Announcements

Notifications

Search

My Work

Create

Request Case Access

New Filing

Create Filing

COURT > **CASE TYPE** > ENTRY MODE > FILING TYPE > DETAILS > SUMMARY

SELECT CASE TYPE

Choose if you are creating a new case or filing on an existing case.

Case Type *
Create a New Case

CONTINUE

2. Click **Continue**.

Create Filing – Entry Mode

Home

Announcements

Notifications

Search

My Work

Create

Request Case Access

New Filing

Create Filing

COURT > CASE TYPE > **ENTRY MODE** > FILING TYPE > DETAILS > SUMMARY

SELECT ENTRY MODE

Guided Entry

Select this option to be presented with common filing scenarios, along with suggested documentation to include. Recommended for new users and the general public.

Manual Entry

Select this option to view the complete set of available filing options. Recommended for attorneys and other experienced users.

Use **Guided Entry** when you are not familiar with filing Court documents

1. Select your Entry Mode preference. **Guided Entry** provides additional information and guidance for creating a filing and is recommended for new users and the general public. **Manual Entry** lists the available filing options and is recommended for experienced users.
2. Click **Continue**.

Create Filing – Filing Type

The screenshot shows a web application interface for creating a filing. On the left is a navigation sidebar with icons and labels: Home, Announcements, Notifications, Search, My Work, Create, Request Case Access, and New Filing. The main content area is titled 'Create Filing' and features a breadcrumb trail: COURT > CASE TYPE > ENTRY MODE > **FILING TYPE** > DETAILS > SUMMARY. The 'FILING TYPE' step is highlighted with a red box. Below the breadcrumb is a section titled 'SELECT FILING TYPE' with the instruction 'Enter the information for the type of filing you wish to create.' This section contains two dropdown menus: 'Case Classification *' and 'Lead Docket Entry *'. A blue 'CONTINUE' button is located at the bottom right of the form area.

1. Select the **Case Classification** which explains the nature of the case.
2. Select a **Lead Docket Entry** and add it from the drop-down, some lead docket entries may prepopulate.
3. Click **Continue**.

Create Filing

COURT > CASE TYPE > ENTRY MODE > FILING TYPE > **DETAILS** > SUMMARY

ENTER DETAILS

Reference Name *
Notice of Appeal

Assign this filing a unique name for your personal reference. It can be used to identify and search for this filing in the future.

CONTINUE

1. Edit the prepopulated **Reference Name** as desired. Click **Continue**.

Create Filing

CASE TYPE > ENTRY MODE > FILING TYPE > DETAILS > SUMMARY

ENTER DETAILS

Reference Name *
Notice of Appeal- Davis v. Davis

Assign this filing a unique name for your personal reference. It can be used to identify and search for this filing in the future.

CONTINUE

Create Filing – Summary

2. Review the Summary information to ensure the details are correct.
3. Click any tab to return and modify information, if needed.
4. Click **Create Filing**.

Create Filing

Click any Tab to return to a tab to modify data

CASE TYPE > ENTRY MODE > FILING TYPE > DETAILS > SUMMARY

SUMMARY

Please review the details of the filing you are about to create. If everything looks correct, you can create this filing and proceed to the next steps.

COURT North Dakota Supreme Court
CASE TYPE New Case Filing
CASE CLASSIFICATION Appeal - Civil - Divorce
FILING TYPE Notice - Appeal
REFERENCE NAME Notice of Appeal- Davis v. Davis

CREATE FILING

Manage Filing

The **Manage Filing** screen appears with the **Parties** box.

*Note: A draft of your filing is saved. If you navigate away from the filing, it is available by selecting **My Work > My Filings** in the left menu. Caution, you may lose some of your work depending on when the auto-save was performed.*

1. Click **Add Party**.

The screenshot displays the 'Manage Filing' interface for a 'Notice of Appeal- Davis v. Davis'. On the left, a navigation menu includes 'Home', 'Announcements', 'Notifications', 'Search', 'Administration', 'My Work', and 'My Filings' (highlighted with a red box). The main content area features a 'PARTIES' section with an 'ADD PARTY' button. A red callout box points to the 'DRAFT' status in the right sidebar. The right sidebar also shows 'NEW CASE FILING', 'DRAFT 1 second ago', 'COURT North Dakota Supreme Court', 'CASE CLASSIFICATION Appeal - Civil - Divorce', 'LEAD DOCKET ENTRY Notice - Appeal', 'REFERENCE NAME Notice of Appeal- Davis v. Davis', and 'REFERENCE NUMBER 63BE-810C-AD6A-9885'. At the bottom of the sidebar are buttons for 'STATUS HISTORY', 'SUBMIT FILING', and 'REMOVE FILING'.

Manage Filing – Add Party – Role

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

There is a deadline to file a notice of appeal depending on what type of case is being appealed.

A notice of appeal must be filed electronically except if self-represented or prisoner Self-represented or prisoner parties can hand-delivery or mail a notice of appeal, but it must be received by the Clerk within the time mentioned above. A fillable notice e of appeal can be found here (<https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>).

If you intend to refer in your brief to testimony or argument that was heard in the district court, you must include an order for transcript with your notice of appeal. If you need to order a transcript, the order must be filed with your notice of appeal. A fillable order for transcript can be found here (<https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>).

NEW CASE FILING

DRAFT 1 second ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

Add Party

[ROLE](#) > [NAME](#) > [ADDRESS](#) > [CONTACT](#) > [REPRESENTATION](#) > [SUMMARY](#)

SELECT ROLE
Specify how the party or participant you are adding is involved in the matter your are filing.

Involvement Type *

Role *

NEXT **CANCEL**

1. Select the **Involvement Type**, which describes the party's role on a case.
2. Select the **Role** from the drop-down box.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

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If you intend to refer in your brief to testimony or argument that was heard in the district court, you must include an order for transcript with your notice of appeal. If you need to order a transcript, the order must be filed with your notice of appeal. A fillable order for transcript can be found here (<https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>).

NEW CASE FILING

DRAFT 1 second ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

Add Party

[ROLE](#) > [NAME](#) > [ADDRESS](#) > [CONTACT](#) > [REPRESENTATION](#) > [SUMMARY](#)

SELECT ROLE
Specify how the party or participant you are adding is involved in the matter your are filing.

Involvement Type *
Filing Party

Role *
Defendant and Appellant

Add Myself
Select this option if you are the Filing Party and wish to pre-populate the party you are adding with existing information from your user profile.

NEXT **CANCEL**

If you are ProSe and filing on your behalf, Checking add myself will add your information from your portal account profile.

When adding a Party, the **Add Myself** check box uses the filer's account profile information to complete the Party information details. Select this box if filing on your own behalf.

If you represent a Party, your information will be entered later under the **Representation** tab.

3. Click **Next**.

Manage Filing – Add Party – Name

The image displays two side-by-side screenshots of the 'Add Party' form, specifically the 'NAME' tab. Both screenshots show a breadcrumb trail: ROLE > NAME > ADDRESS > CONTACT > REPRESENTATION > SUMMARY. The 'ENTER NAME' section contains instructions: 'Specify whether the party you are adding is a person or an organization and their name information. If the individual or entity is known by another name which is relevant to the matter, select the Enter Alias Information link and provide the party's alias information.' Below this, the 'NAME' section features a 'Type' dropdown menu, which is highlighted with a red box in both screenshots. In the left screenshot, the dropdown is set to 'Person'. In the right screenshot, it is set to 'Organization / Business'. Below the dropdown, there are input fields for 'First Name *', 'Middle Name', 'Last Name *', 'Prefix', and 'Suffix'. The 'ALIAS' section includes a link 'Enter Alias Information'. At the bottom of each form are 'NEXT', 'BACK', and 'CANCEL' buttons.

1. Select the correct party or entity **Type** from the drop-down box.
2. Enter all **Name** information.
3. Click the **Enter Alias Information**, if needed.
4. Click **Next**.

Add Party

[ROLE](#) > [NAME](#) > [ADDRESS](#) > [CONTACT](#) > [REPRESENTATION](#) > [SUMMARY](#)

ENTER ADDRESS
Enter the address for the party you are adding to which future correspondence related to this matter can be sent.

Address Line 1 *
124 Test Lane

Address Line 2 [Show More Address Lines](#)

Country *
United States

City *
Bismarck

State *
North Dako...

Zip Code *
58501

[SKIP THIS STEP](#) [NEXT](#) [BACK](#) [CANCEL](#)

Manage Filing – Add Party – Address

1. Enter **Address** information.
2. Click **Next**.

Add Party

ROLE > NAME > ADDRESS > **CONTACT** > REPRESENTATION > SUMMARY

ENTER CONTACT INFORMATION

Enter contact name and phone number (if known) for the party you are adding.

Contact Phone Country
United States +1

Contact Phone Number

Email Address

SKIP THIS STEP NEXT BACK CANCEL

1. Enter **Contact** information or click **Skip This Step** if the information is unknown.
2. Click **Next**.

Manage Filing – Add Party – Representation

The image displays two side-by-side screenshots of a web form titled "Add Party".

The left screenshot shows the "Add Party" form with a breadcrumb navigation: "ROLE > NAME > ADDRESS > CONTACT > REPRESENTATION > SUMMARY". The "REPRESENTATION" tab is highlighted with a red box. Below the breadcrumb, the "REPRESENTATION DETAILS" section is visible, with the instruction: "Specify the attorney or legal organization representing the party you are adding if known." The form contains three radio button options: "Yes, this party has representation", "Yes, this party is self represented (Pro se)", and "No, or unknown". At the bottom right, there are "NEXT", "BACK", and "CANCEL" buttons.

The right screenshot shows the "art" logo and the same breadcrumb navigation. The "REPRESENTATION DETAILS" section is expanded. It includes the same instruction and radio button options. Below these, the "Representation selection:" section has three radio button options: "Search for existing attorney", "Search for existing legal organization", and "Add new representation information". A red callout box points to the "Search for existing attorney" option with the text "Lets you find the other party's representation". Below this is a "SEARCH" section with a dropdown menu labeled "Attorney *". At the bottom right, there are "NEXT", "BACK", and "CANCEL" buttons.

1. Select the appropriate **Representation** details from the options provided.
2. Click **Next**.

Manage Filing – Add Party – Summary

1. Review the party **Summary** information to verify all information is correct.
2. Click any tab to return and modify information, if needed.

Add Party

[ROLE](#) > [NAME](#) > [ADDRESS](#) > [CONTACT](#) > [REPRESENTATION](#) > [SUMMARY](#)

SUMMARY

Review the summary information for the party. Click Finish if the information looks accurate and you are ready to add the party. Corrections to this information can be made subsequently before submission of the filing as needed.

ROLE Defendant and Appellant
NAME Jane Davis
ADDRESS 123 Test Lane
Bismarck North Dakota 58501
REPRESENTATION [REDACTED]

Use the "Add Another Party" check box to add additional parties

Add Another Party

[FINISH](#) [BACK](#) [CANCEL](#)

Add Party

[ROLE](#) > [NAME](#) > [ADDRESS](#) > [CONTACT](#) > [REPRESENTATION](#) > [SUMMARY](#)

SUMMARY

Review the summary information for the party. Click Finish if the information looks accurate and you are ready to add the party. Corrections to this information can be made subsequently before submission of the filing as needed.

ROLE Defendant and Appellant
NAME Jane Davis
ADDRESS 123 Test Lane
Bismarck North Dakota 58501
REPRESENTATION [REDACTED]

Add Another Party

FINISH **BACK** **CANCEL**

1. The **Add Another Party** check box should be selected to add an additional party to the case. Select the **Add Another Party** check box, if needed.
2. Click **Finish** to complete adding this party record and return to the **Add Party – Role** to enter another party. Continue this process until all parties are added.
3. Once all parties are added, ensure the **Add Another Party** box is left unchecked, then click **Finish** to continue the filing process.


Note: All parties must be added to the case for purposes of the appeal, even if a party was dismissed or otherwise disposed of at some point. The only exception is if the district court ordered the caption to be changed to remove the party.

Manage Filing – Add Additional Representation

1. To **Add Additional Representation**, click the three dots under the **Action** column in the **Parties** table.

PARTIES

Click Add Party to enter additional parties or participants involved in the matter you are filing or click Continue to proceed to the Filing Information workflow step. Parties you have added can also be modified or removed by selecting an option from the Actions column next to the party to be updated.

Role	Name	Address	Representation	Action
Defendant and Appellant	Davis, Jane	123 Test Lane Bismarck North Dakota 58501	[REDACTED]	
Appellee	Davis, John	111 Test Drive Bismarck North Dakota 58501	[REDACTED]	

1 to







CONTINUE **ADD PARTY**

Edit
Remove

2. Click **Edit**.

Edit Party

PARTY INFORMATION
Make changes to this party's information, including adding or removing representation.

ROLE	Defendant and Appellant	
NAME	Jane Davis	
ADDRESS	123 Test Lane Bismarck North Dakota 58501	
CONTACT		
REPRESENTATION		 

ADD REPRESENTATION

BACK TO PARTIES

3. Click **Add Representation**.

Edit Party

REPRESENTATION DETAILS
Specify the attorney or legal organization representing the party you are adding if known.

Does this party have representation?

Yes, this party has representation

Representation selection:

Search for existing attorney

Search for existing legal organization

SEARCH











Attorney *

SAVE **CANCEL**

4. Add additional representation details and click **Save**.

Edit Party

PARTY INFORMATION
Make changes to this party's information, including adding or removing representation.

ROLE	Defendant and Appellant	
NAME	Jane Davis	
ADDRESS	123 Test Lane Bismarck North Dakota 58501	
CONTACT		
REPRESENTATION		 
REPRESENTATION		 

[ADD REPRESENTATION](#)



[BACK TO PARTIES](#)

5. Once all representation has been entered, click **Back to Parties**.

[1 PARTIES](#)
[2 FILING INFORMATION](#)
[3 ORIGINATING COURT](#)
[4 DOCKET ENTRIES](#)
[5 SERVICE](#)
[6 SUMMARY](#)

PARTIES

Click Add Party to enter additional parties or participants involved in the matter you are filing or click Continue to proceed to the Filing Information workflow step. Parties you have added can also be modified or removed by selecting an option from the Actions column next to the party to be updated.

Role	Name	Address	Representation	Action
Defendant and Appellant	Davis, Jane	123 Test Lane Bismarck North Dakota 58501		...
Appellee	Davis, John	111 Test Drive Bismarck North Dakota 58501		...

1 to 2 of 2

[CONTINUE](#)
[ADD PARTY](#)

6. Click **Continue** to resume filing.

Manage Filing – Filing Information

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

There is a deadline to file a notice of appeal depending on what type of case is being appealed.

A notice of appeal must be filed electronically except if self-represented or prisoner. Self-represented or prisoner parties can hand-deliver or mail a notice of appeal, but it must be received by the Clerk within the time mentioned above. A fillable notice of appeal can be found here (<https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>).

If you intend to refer in your brief to testimony or argument that was heard in the district court, you must include an order for transcript with your notice of appeal. If you need to order a transcript, the order must be filed with your notice of appeal. A fillable order for transcript can be found here (<https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>).

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

1 PARTIES **2** **FILING INFORMATION** **3** ORIGINATING COURT **4** DOCKET ENTRIES **5** SERVICE **6** SUMMARY

FILING INFORMATION

Enter the general information about the filing being submitted to the court.

ENTER INFORMATION

1. Click **Enter Information**.

Manage Filing – Edit Filing Information

Edit Filing Information

FILING INFORMATION
Update the general information about the filing being submitted to the court as necessary.

Filed on Behalf of *
Davis, Jane

Select individual(s) or entities(s) who are submitting the legal document(s) which comprise this filing to the court.

Reference Name *
Notice of Appeal- Davis v. Davis

Assign this filing a unique name for your personal reference. It can be used to identify and search for this filing in the future.

Comments

Provide any comments related to this filing that you would like the court to see or be aware of.

Request Confidential
Select this option if you would like the court to consider treating this filing as confidential and not publicly available.

SAVE **CANCEL**

2. Complete all **Filing Information**.
3. Click **Save**.
4. Click **Continue**.

Manage Filing – Originating Court Cases

If the new case is associated with another case, select **Add Originating Court Case** to add the related case information. Otherwise, select **Skip This Step**. For example, in an original jurisdiction matter, such as a petition for a writ, there would not be an originating court.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

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If you intend to refer in your brief to testimony or argument that was heard in the district court, you must include an order for transcript with your notice of appeal. If you need to order a transcript, the order must be filed with your notice of appeal. A fillable order for transcript can be found here (<https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>).

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

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63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

ORIGINATING COURT CASES

If the filing you are submitting represents an appeal on or pertains to a matter from one or more existing cases, please add records here with information provided about each related case. Otherwise, you may skip this step.

ADD ORIGINATING COURT CASE **SKIP THIS STEP**

PARTIES **FILING INFORMATION** **ORIGINATING COURT** **DOCKET ENTRIES** **SERVICE** **SUMMARY**

1. Click **Add Originating Court Case**.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS

HIDE ^

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Add Originating Court Case

[CASE](#) > [DETAILS](#) > [JUDGMENTS](#) > [SUMMARY](#)

ENTER CASE INFORMATION

Enter the general case information from the case that is related to your filing.

Originating Court *
Adams County District Court

Case Number *
01-2023-CV-00001

Case Title

Case Type

County

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

2. Enter all information for the related case.

3. Click **Finish** to continue.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS

HIDE ^

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Add Originating Court Case

[CASE](#) > [DETAILS](#) > [JUDGMENTS](#) > [SUMMARY](#)

SUMMARY

Review the summary information for the Originating Court Case. Click Finish if the information looks accurate and you are ready to add the Originating Court Case to the filing. Corrections to this information can be made subsequently before submission of the filing as needed.

ORIGINATING COURT Adams County District Court

CASE NUMBER 01-2023-CV-00001

FINISH

BACK

CANCEL

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

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Manage Filing Notice of Appeal- Davis v. Davis

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HIDE ^

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✓ PARTIES

✓ FILING INFORMATION

✓ ORIGINATING COURT

4 DOCKET ENTRIES

5 SERVICE

6 SUMMARY

ORIGINATING COURT CASES

If the filing you are submitting represents an appeal on or pertains to a matter from one or more existing cases, please add records here with information provided about each related case.

Originating Court	Case Number	Case Title	Judgments	Action
Adams County District Court	01-2023-CV-00001			...

1 to 1 of 1

CONTINUE

ADD ORIGINATING COURT CASE

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

4. The **Originating Court Cases** table shows the associated cases entered. Click **Originating Court Case** to add additional originating court case information.
5. Select **Continue** to resume filing.

Manage Filing – Docket Entries

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

There is a deadline to file a notice of appeal depending on what type of case is being appealed.

A notice of appeal must be filed electronically except if self-represented or prisoner. Self-represented or prisoner parties can hand-delivery or mail a notice of appeal, but it must be received by the Clerk within the time mentioned above. A fillable notice of appeal can be found here (<https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>).

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NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

PARTIES **FILING INFORMATION** **ORIGINATING COURT** **4 DOCKET ENTRIES** **5 SERVICE** **6 SUMMARY**

DOCKET ENTRIES

Enter information about and upload electronic files for the lead document and any associated documents you wish to submit to the court with this filing.

ENTER INFORMATION ←

1. Click **Enter Information**.

Manage Filing – Add Docket Entry – Type

Click the **Exclude from Service** check box if other case parties are not receiving copies of the filing.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

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NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

Add Docket Entry

TYPE > DOCUMENT > SUMMARY

SELECT TYPE

Specify the type of document you wish to submit to the court with this filing. Please note that the Type for the Lead Docket Entry associated with this filing has already been selected and cannot be modified.

Type *
Notice - Appeal

Exclude from Service

NEXT **CANCEL**

2. Select the Docket Entry **Type**.
3. Click **Next**.

Manage Filing – Add Docket Entry – Document

Manage Filing

 Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

There is a deadline to file a notice of appeal depending on what type of case is being appealed.

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NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

Add Docket Entry

TYPE > **DOCUMENT** > SUMMARY

DOCUMENT INFORMATION

Provide information about the document you are filing and upload the corresponding electronic file. You will subsequently be able to upload additional documents and add associated docket entry documents as necessary.

Name *

Input the name of the document you are uploading to submit as part of your filing.

Comments

Provide any comments related to the document you are uploading that you would like the court to see or be aware of.

Request Confidential

If you would like the court to consider treating the document you are uploading as confidential and not publicly available, specify the reason why here.

FILE ATTACHMENT

[View the acceptable file types.](#)

NEXT **BACK** **CANCEL**

Click the **File** field to add attachment

1. Complete all **Document** Information.
2. If needed, select an option from the **Request Confidential** drop-down box.
3. Click the **File** field to add an attachment.

Add Docket Entry

TYPE > **DOCUMENT** > SUMMARY



DOCUMENT INFORMATION
Provide information about the document you are filing and upload the corresponding electronic file. You will subsequently be able to upload additional documents and add associated docket entry documents as necessary.

Name *
Notice - Appeal
Input the name of the document you are uploading to submit as part of your filing.

Comments
Provide any comments related to the document you are uploading that you would like the court to see or be aware of.

Request Confidential
If you would like the court to consider treating the document you are uploading as confidential and not publicly available, specify the reason why here.

FILE ATTACHMENT

File *
 **Notice - Notice of Appeal.** (49.7 KiB) 

[View the acceptable file types.](#)

NEXT **BACK** **CANCEL**

4. Click **Next**.

Manage Filing – Add Docket Entry – Summary

1. Review the document summary information to ensure it is correct.
2. Click **Back** to edit information, if needed.

Add Docket Entry

TYPE > DOCUMENT > SUMMARY

SUMMARY

Review the summary information for the document. Click Finish if the information looks accurate and you are ready to add the document. Corrections to this information or the uploaded electronic file can be made subsequently before submission of the filing as needed.

TYPE Notice - Of Appeal
DOCUMENT [Notice - Of Appeal](#)

FINISH BACK CANCEL

3. Click **Finish** to return to the **Manage Filing – Docket Entries** tab. It should be marked “complete”.
4. Click the **Action** icon to **Edit** information, if needed.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE

There is a deadline to file a notice of appeal depending on what type of case is being appealed.

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PARTIES FILING INFORMATION ORIGINATING COURT DOCKET ENTRIES SERVICE SUMMARY

DOCKET ENTRIES

Click Add Docket Entry to enter additional associated docket entries and documents to be submitted along with the matter you are filing or click Continue to proceed to the Summary workflow step. Docket entries you have added can also be modified or removed by selecting an option from the Actions column next to the docket entry to be updated. Additional documents can be uploaded for an existing docket entry.

Lead	Type	Documents	Exclude from Service	Filing Fees	Action
✓	Notice - Appeal	Notice - Appeal		\$125.00	...

1 to 1 of 1

CONTINUE ADD DOCKET ENTRY REQUEST FEE WAIVER OR STATEMENT FEE NOT DUE

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

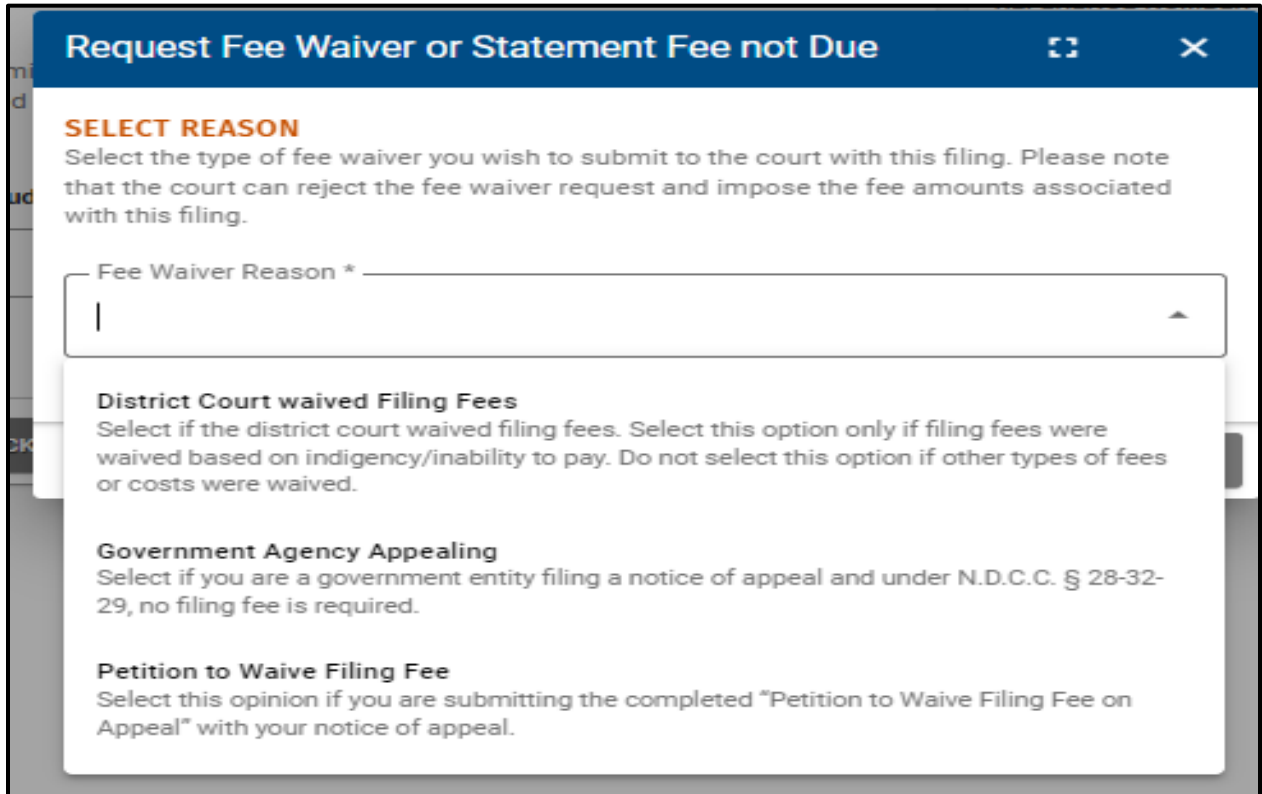
SUBMIT FILING

REMOVE FILING

Edit

Manage Filing – Request Fee Waiver

1. Click **Request Fee Waiver or Statement Fee Not Due** only if you are requesting fees to be waived.



The screenshot shows a web form titled "Request Fee Waiver or Statement Fee not Due". The form has a blue header with the title and window control icons. Below the header, there is a section titled "SELECT REASON" in orange. The text below this section reads: "Select the type of fee waiver you wish to submit to the court with this filing. Please note that the court can reject the fee waiver request and impose the fee amounts associated with this filing." Below this text is a text input field labeled "Fee Waiver Reason *". The input field is currently empty. Below the input field, there are three radio button options, each with a bold title and a descriptive paragraph:

- District Court waived Filing Fees**
Select if the district court waived filing fees. Select this option only if filing fees were waived based on indigency/inability to pay. Do not select this option if other types of fees or costs were waived.
- Government Agency Appealing**
Select if you are a government entity filing a notice of appeal and under N.D.C.C. § 28-32-29, no filing fee is required.
- Petition to Waive Filing Fee**
Select this option if you are submitting the completed "Petition to Waive Filing Fee on Appeal" with your notice of appeal.

2. Add reason for requested fee waiver.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS

HIDE ^

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PARTIES

FILING INFORMATION

ORIGINATING COURT

DOCKET ENTRIES

SERVICE

SUMMARY

DOCKET ENTRIES

Click Add Docket Entry to enter additional associated docket entries and documents to be submitted along with the matter you are filing or click Continue to proceed to the Summary workflow step. Docket entries you have added can also be modified or removed by selecting an option from the Actions column next to the docket entry to be updated. Additional documents can be uploaded for an existing docket entry.

Lead	Type	Documents	Exclude from Service	Filing Fees	Action
<input checked="" type="checkbox"/>	Notice - Appeal	Notice - Appeal		\$125.00	...

1 to 1 of 1

REQUEST FEE WAIVER OR STATEMENT FEE NOT DUE

Government Agency Appealing

Select if you are a government entity filing a notice of appeal and under N.D.C.C. § 28-32-29, no filing fee is required.

[✎](#) [✕](#)

CONTINUE

ADD DOCKET ENTRY

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

3. Fee Waiver will display on screen.
4. Click **Continue** to resume filing.

Manage Filing – Service

1. Click **Enter Service Details**.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS HIDE ^

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PARTIES **FILING INFORMATION** **ORIGINATING COURT** **DOCKET ENTRIES** **5 SERVICE** **6 SUMMARY**

SERVICE

Enter the service information for all case parties and legal representatives that must be notified about this filing, including how and when they will be served.

ENTER SERVICE DETAILS

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

2. Select individual Party check boxes for parties served by the same Service Method.

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS

HIDE ^

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PARTIES

FILING INFORMATION

ORIGINATING COURT

DOCKET ENTRIES

SERVICE

SUMMARY

SERVICE

Enter service information for the following recipients, including how and when they will be served. Some recipients may be eligible for electronic service (eService) within this application, and if so they will default to that method.

<input checked="" type="checkbox"/>	Name	Role	Representing	Service Method / Date	eService Eligible
<input checked="" type="checkbox"/>	[REDACTED]	Representation	Davis, John		

1 selected 1 to 1 of 1

SET SERVICE

NEW CASE FILING

DRAFT 12 days ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Civil - Divorce

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Notice of Appeal- Davis v. Davis

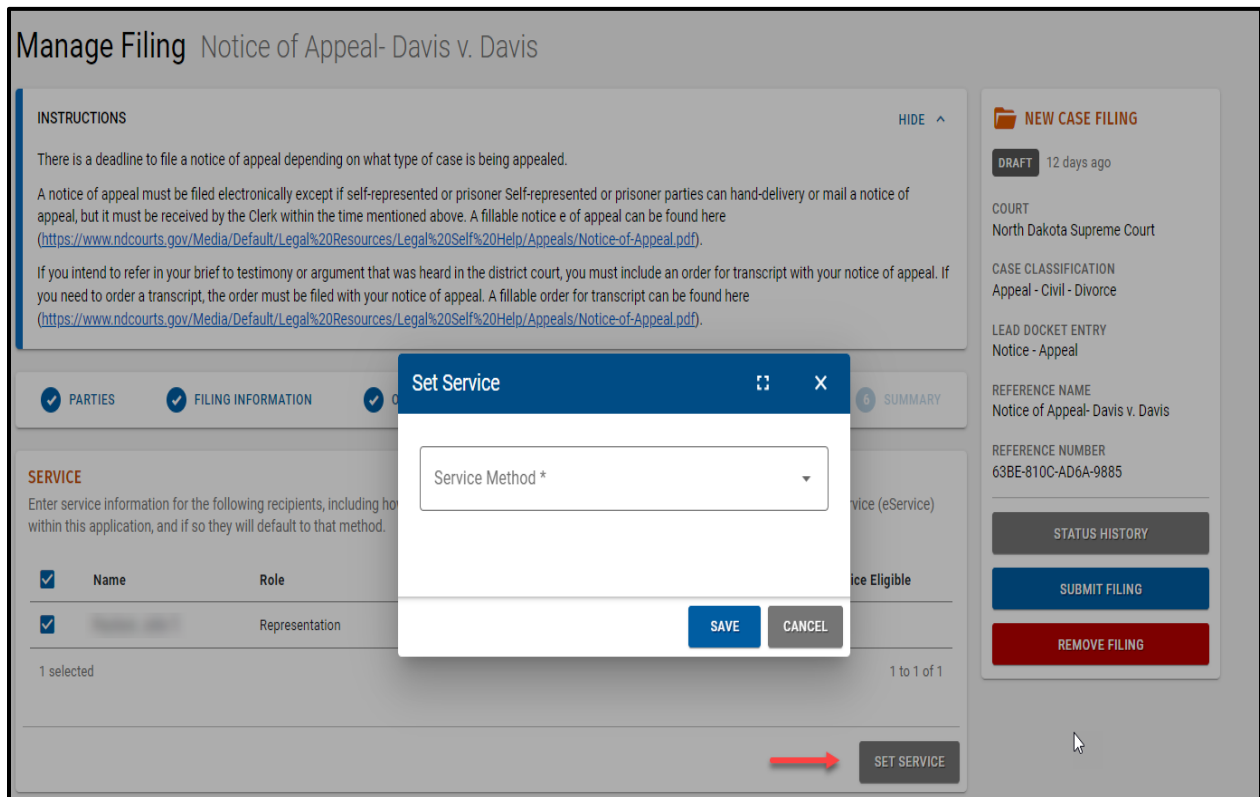
REFERENCE NUMBER
63BE-810C-AD6A-9885

STATUS HISTORY

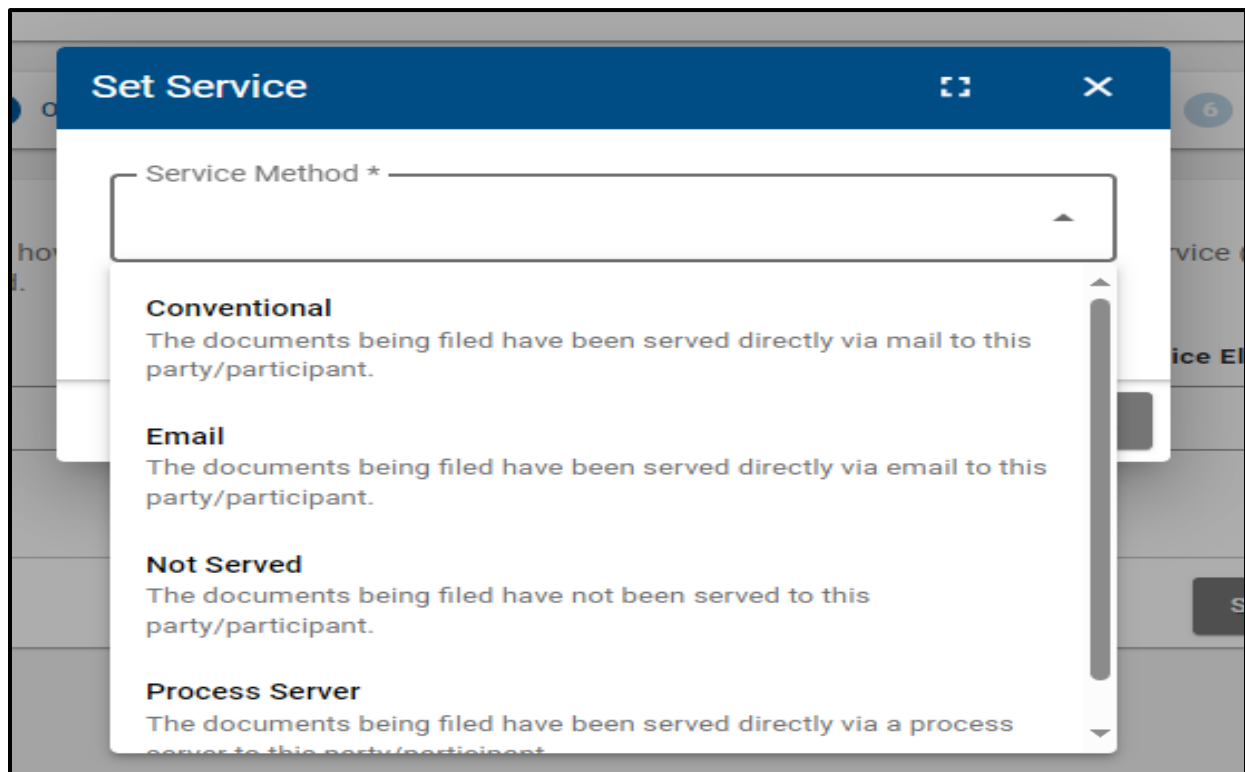
SUBMIT FILING

REMOVE FILING

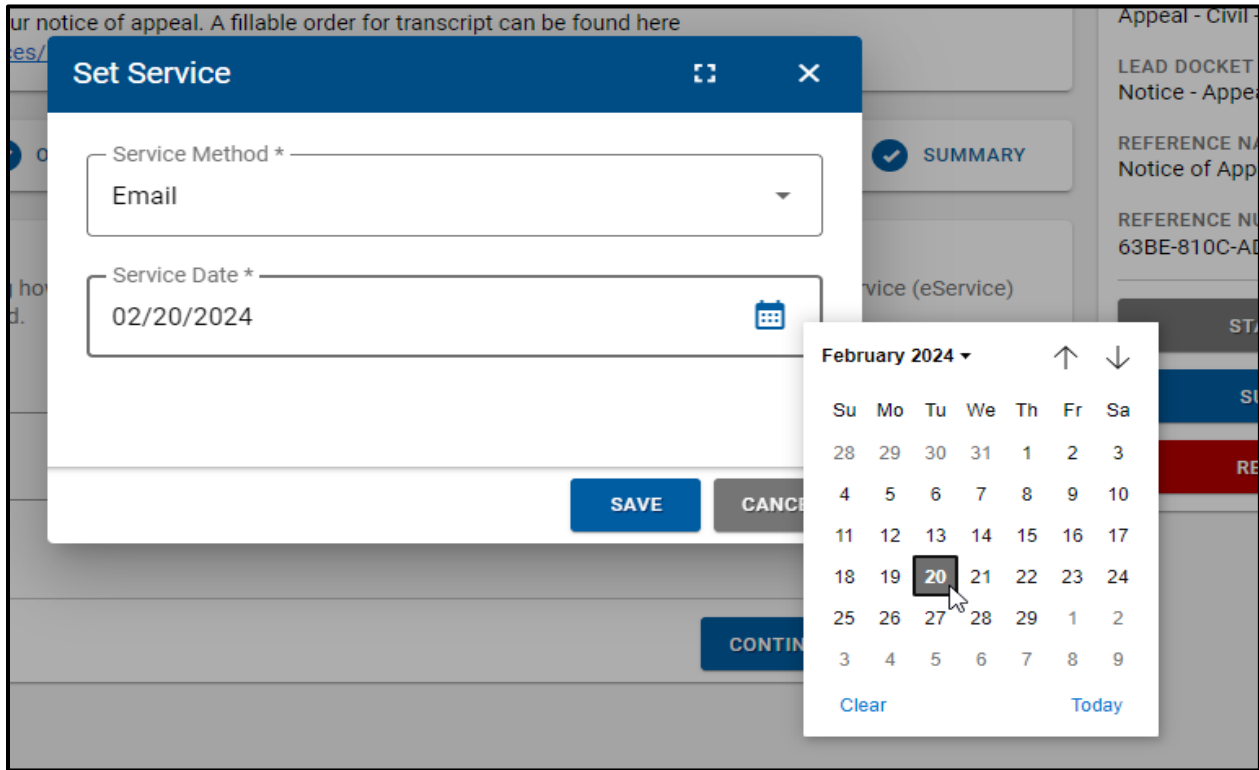
3. Click **Set Service** if service information is not defaulted.



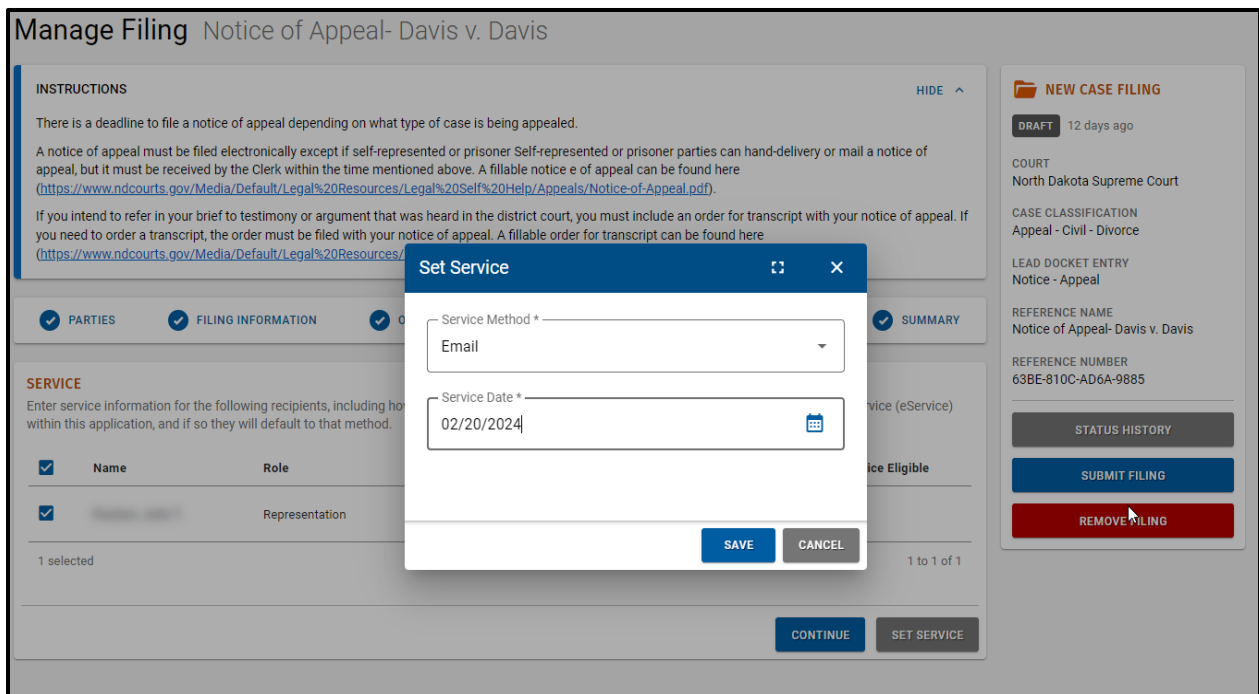
4. Select the **Service Method**, if needed.



5. Click the **Calendar** icon to open the **Select a Date** window.
6. Select the **Service Date**.



7. Click **Save** to return to the **Manage Filing** screen – **Service** tab.



Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS

HIDE ^

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PARTIES



FILING INFORMATION



ORIGINATING COURT



DOCKET ENTRIES



SERVICE



SUMMARY

SERVICE

Enter service information for the following recipients, including how and when they will be served. Some recipients may be eligible for electronic service (eService) within this application, and if so they will default to that method.

<input type="checkbox"/>	Name	Role	Representing	Service Method / Date	eService Eligible
<input type="checkbox"/>	[REDACTED]	Representation	Davis, John	Email 02/20/2024	

0 selected

1 to 1 of 1

CONTINUE

SET SERVICE

NEW CASE FILING

DRAFT

12 days ago

COURT

North Dakota Supreme Court

CASE CLASSIFICATION

Appeal - Civil - Divorce

LEAD DOCKET ENTRY

Notice - Appeal

REFERENCE NAME

Notice of Appeal- Davis v. Davis

REFERENCE NUMBER

63BE-810C-AD6A-9885

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

8. Click **Continue**.

Manage Filing – Summary

Manage Filing Notice of Appeal- Davis v. Davis

INSTRUCTIONS

There is a deadline to file a notice of appeal depending on what type of case is being appealed. A notice of appeal must be filed electronically except if self-represented or prisoner. Self-represented or prisoner parties can hand-delivery or mail a notice of appeal, but it must be received by the Clerk within the time mentioned above. A fileable notice of appeal can be found here <https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>. If you intend to refer in your brief to testimony or argument that was heard in the district court, you must include an order for transcript with your notice of appeal; if you need to order a transcript, the order must be filed with your notice of appeal. A fileable order for transcript can be found here <https://www.ndcourts.gov/Media/Default/Legal%20Resources/Legal%20Self%20Help/Appeals/Notice-of-Appeal.pdf>.

NEW CASE FILING

DRAFT 12 days ago

COURT North Dakota Supreme Court

CASE CLASSIFICATION Appeal - Civil - Divorce

LEAD DOCKET ENTRY Notice - Appeal

REFERENCE NAME Notice of Appeal Davis v. Davis

REFERENCE NUMBER 638E-210C-AD6A-9283

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

SUMMARY

Review the summary information for the filing. Click Submit Filing if the information looks accurate and you are ready to submit your filing to the court. Changes can be made to any of the information prior to submission by navigating back to any of the previous workflow steps and making edits.

FILING

COURT North Dakota Supreme Court

CASE CLASSIFICATION Appeal - Civil - Divorce

FILED ON BEHALF OF Jane Davis

REFERENCE NUMBER 638E-210C-AD6A-9283

PARTIES

Davis, Jane
DEPENDANT AND APPELLANT REPRESENTATION

Davis, John
APPELLES REPRESENTATION

ORIGINATING COURT CASES

01-2023-CV-00001
ADAMS COUNTY DISTRICT COURT

DOCKET ENTRIES

Notice - Appeal
LEAD DOCKET ENTRY [Notice - Appeal DOCUMENTS](#)

SERVICE

02/20/2024
SERVICE DATE

FILING FEES

FILING FEES TOTAL \$125.00

FILING FEES DUE \$0.00

REQUEST FEE WAIVER OR STATEMENT FEE NOT DUE Government Agency Appealing

SUBMIT FILING

Opens attachment for review, if needed

1. Review the **Summary** information.
2. Click any tab to modify information, if needed.
3. Click **Submit Filing** to submit to the Court.

4. A confirmation window appears. Click **OK** to submit the filing.

The screenshot shows a web-based legal filing interface. The background is dimmed, showing sections for 'PARTIES', 'ORIGINATING COURT CASES', 'DOCKET ENTRIES', 'SERVICE', and 'FILING FEES'. A modal dialog box titled 'Confirm' is centered on the screen. The dialog contains the text: 'Are you sure you want to submit this filing to the court? No further changes will be allowed once submitted.' At the bottom of the dialog are two buttons: 'OK' and 'CANCEL'. A 'SUBMIT FILING' button is visible in the bottom right corner of the main interface.

PARTIES

Davis, Jane
DEFENDANT AND APPELLANT REPRESENTATION

Davis, John
APPELLEE REPRESENTATION

ORIGINATING COURT CASES

01-2023-CV-00001
ADAMS COUNTY DISTRICT COURT

DOCKET ENTRIES

Notice - Appeal
LEAD DOCKET ENTRY

SERVICE

EMAIL

FILING FEES

FILING FEES TOTAL [\\$125.00](#)
FILING FEES DUE \$0.00
REQUEST FEE WAIVER OR STATEMENT FEE NOT DUE Government Agency Appealing

Confirm [X]

Are you sure you want to submit this filing to the court? No further changes will be allowed once submitted.

OK CANCEL

SUBMIT FILING

The **Green Success** message appears. The filing Status is updated to Submitted.

Manage Filing Notice of Appeal- Davis v. Davis



FILING SUBMITTED

The filing is being sent to the court and should be received by them shortly. You can monitor its progress by returning to this filing and viewing the status history, which will update as it moves through the review process. If enabled, you will also receive notifications alerting you to any updates.

[STATUS HISTORY](#)

[RETURN TO SUMMARY](#)

NEW CASE FILING

SUBMITTED 1 second ago

COURT

North Dakota Supreme Court

CASE CLASSIFICATION

Appeal - Civil - Divorce

LEAD DOCKET ENTRY

Notice - Appeal

REFERENCE NAME

Notice of Appeal- Davis v. Davis

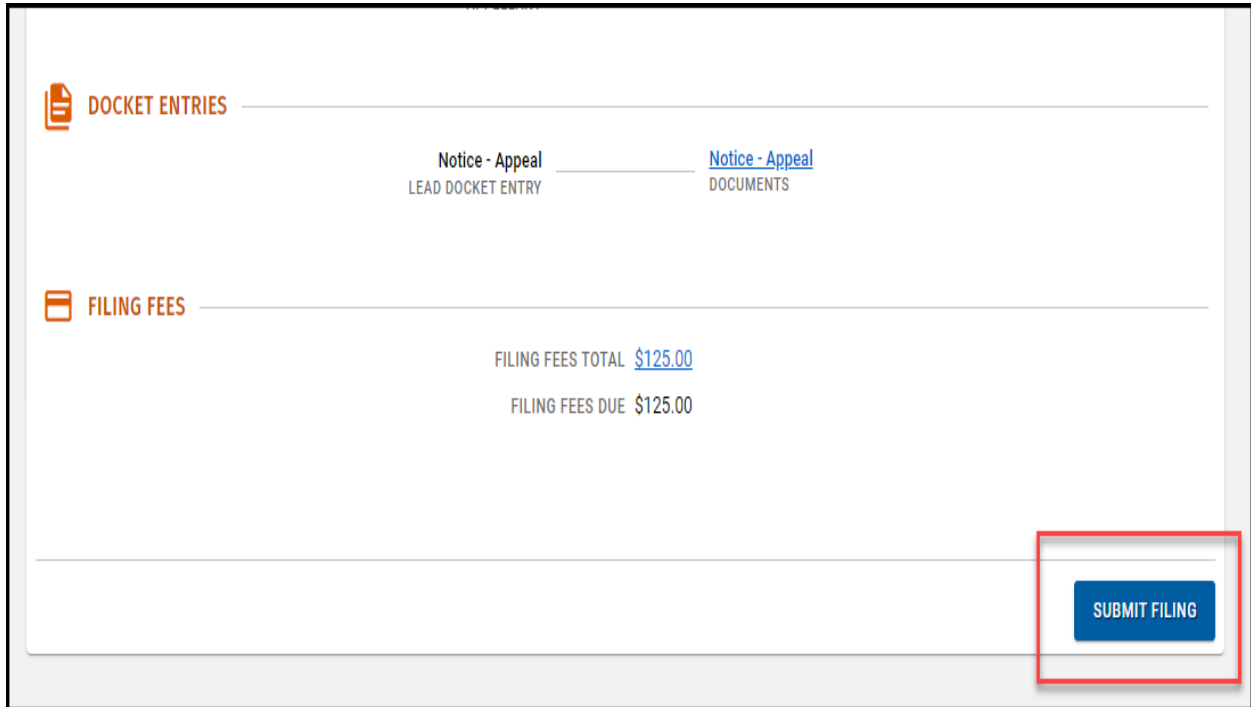
REFERENCE NUMBER

63BE-810C-AD6A-9885

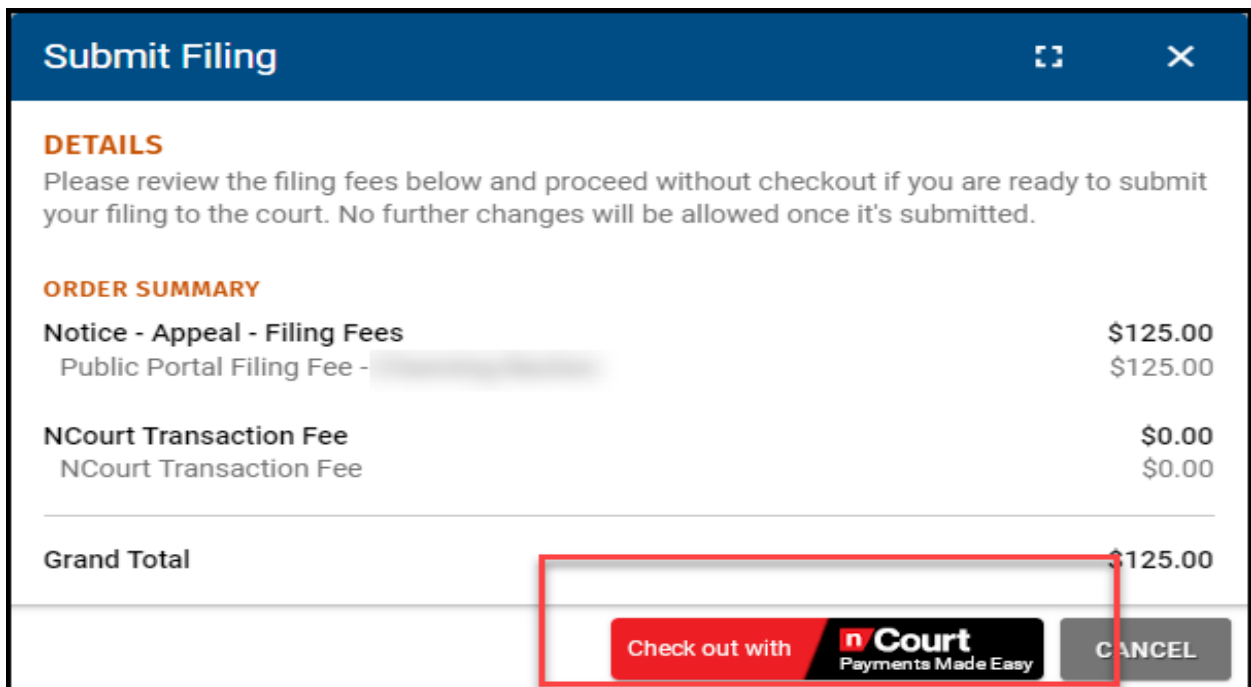
[STATUS HISTORY](#)

Paying a Filing Fee with Credit Card

1. Click on **Submit Filing**.



2. A pop up will appear to take you to a third-party credit card company portal. Select **Check out with nCourt**.



3. Add billing and payment information.



North Dakota Supreme Court

Phone: 701-328-2221 600 East Blvd, Bismarck, North Dakota 58503
[Court Website](#)

Payment > RedirectToCMS > Receipt

Payment

You have elected to pay for the following item(s).

North Dakota Supreme Court
600 East Blvd, Bismarck, North Dakota 58503

Description	ID	Amount
Filing Fees: North Dakota Supreme Court	800E-2EAC-0028-B785	\$125.00
Total:		\$125.00

Total Amount Due: \$125.00

Billing Information

Same As Previous Information

International Address

First Name
John

Last Name
Doe

Address 1
sdfsdf

Address 2
Enter Address Line 2

Payment Information

Card Type
VISA AMERICAN EXPRESS MasterCard DISCOVER

Card Number
TEST MIDE

CVV Code
123

Expiration
12 2034

4. Click **Submit Payment** to pay fee.

Phone Number
(701)

Email

Confirm Email
Enter Email Address

Important Information
Please provide the correct billing address associated with the account being used to make the payment.
To receive an email confirmation of your payment, please include a valid email address.
If you would like a text notification payment confirmation sent to your mobile phone, enter the following:

Mobile Number

Submit Payment

powered by nCourt
[Privacy Policy](#)

IMPORTANT NOTE: If you pay a filing fee, you will see this below the transaction on your banking statement. Do not dispute this charge. If you do, you risk dismissal of your matter.

The screenshot shows a banking application interface. At the top, there is a link that says "See all transactions" with a right-pointing chevron icon. Below this, a transaction is listed with the following details: "NCOURT *NDSupremeCourt" as the merchant name, "Mar 22, 2024" as the date, and "Pending" as the status. To the right of the date, there is a blue dollar sign followed by a blurred amount and another right-pointing chevron icon.

5. Once payment is complete, you will be re directed back to your e-file public portal. Your filing is summited.

North Dakota Appellate Case System

Manage Filing Appeal - Administrative - Other



FILING SUBMITTED

The filing is being sent to the court and should be received by them shortly. You can monitor its progress by returning to this filing and viewing the status history, which will update as it moves through the review process. If enabled, you will also receive notifications alerting you to any updates.

[STATUS HISTORY](#)

[VIEW RECEIPT](#)

[RETURN TO SUMMARY](#)

NEW CASE FILING

SUBMITTED 2 seconds ago

COURT
North Dakota Supreme Court

CASE CLASSIFICATION
Appeal - Administrative - Other

LEAD DOCKET ENTRY
Notice - Appeal

REFERENCE NAME
Appeal - Administrative - Other

REFERENCE NUMBER
0FCC-B7AD-4A2D-25F6

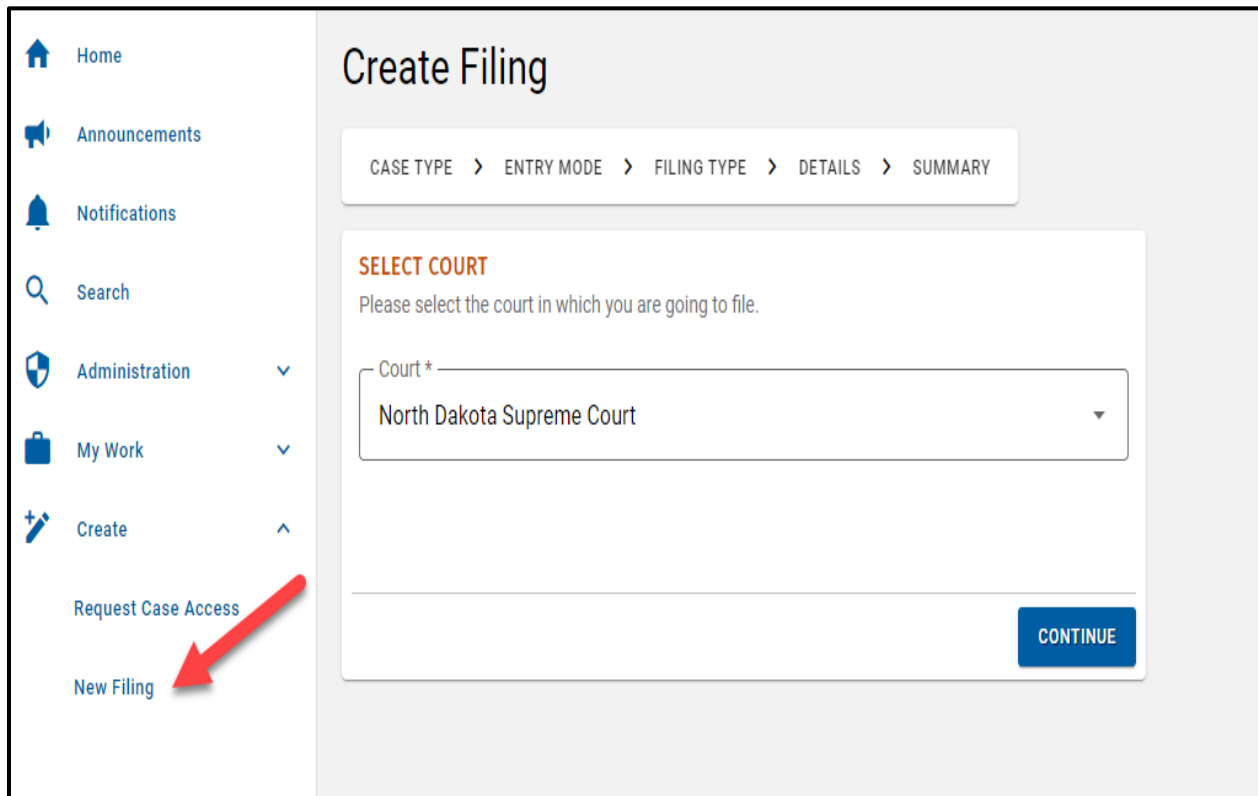
[STATUS HISTORY](#)

Filing into an Existing Case

You must have a Supreme Court case number to file into an existing case.

Create Filing

1. Under the **Create** option in the left menu, select **New Filing**. The **Court** tab of the **Create Filing** screen appears.



Home

Announcements

Notifications

Search

Administration

My Work

Create

Request Case Access

New Filing

Create Filing

CASE TYPE > ENTRY MODE > FILING TYPE > DETAILS > SUMMARY

SELECT COURT

Please select the court in which you are going to file.

Court *

North Dakota Supreme Court

CONTINUE

2. Click **Continue**.

Create Filing

[CASE TYPE](#) > [ENTRY MODE](#) > [FILING TYPE](#) > [DETAILS](#) > [SUMMARY](#)

SELECT CASE TYPE
Choose if you are creating a new case or filing on an existing case.

Case Type *

Create a New Case
Select this option to create a new case and attach the initial filing(s).

File on Existing Case
Select this option to file additional documents on an existing case.

3. Select **File into an Existing Case** from the **Case Type** drop-down box.

Create Filing

[CASE TYPE](#) > [ENTRY MODE](#) > [FILING TYPE](#) > [DETAILS](#) > [SUMMARY](#)

SELECT CASE TYPE

Choose if you are creating a new case or filing on an existing case.

Case Type *

File on Existing Case

Case Number *

2023

CONTINUE

4. Add your existing Supreme Court case number (e.g. 20240001).
5. Click **Continue**.

Create Filing

CASE TYPE > **ENTRY MODE** > FILING TYPE > DETAILS > SUMMARY

SELECT ENTRY MODE

- Guided Entry**
Select this option to be presented with common filing scenarios, along with suggested documentation to include. Recommended for new users and the general public. >
- Manual Entry**
Select this option to view the complete set of available filing options. Recommended for attorneys and other experienced users. >

Use Guided Entry when you are not familiar with filling

6. Select the **Manual Entry** mode to continue with the instructions in this guide or **Guided Entry** for more details and instructions on the types of filings.

Create Filing

CASE TYPE > ENTRY MODE > FILING TYPE > DETAILS > SUMMARY

SELECT FILING TYPE
Enter the information for the type of filing you wish to create.

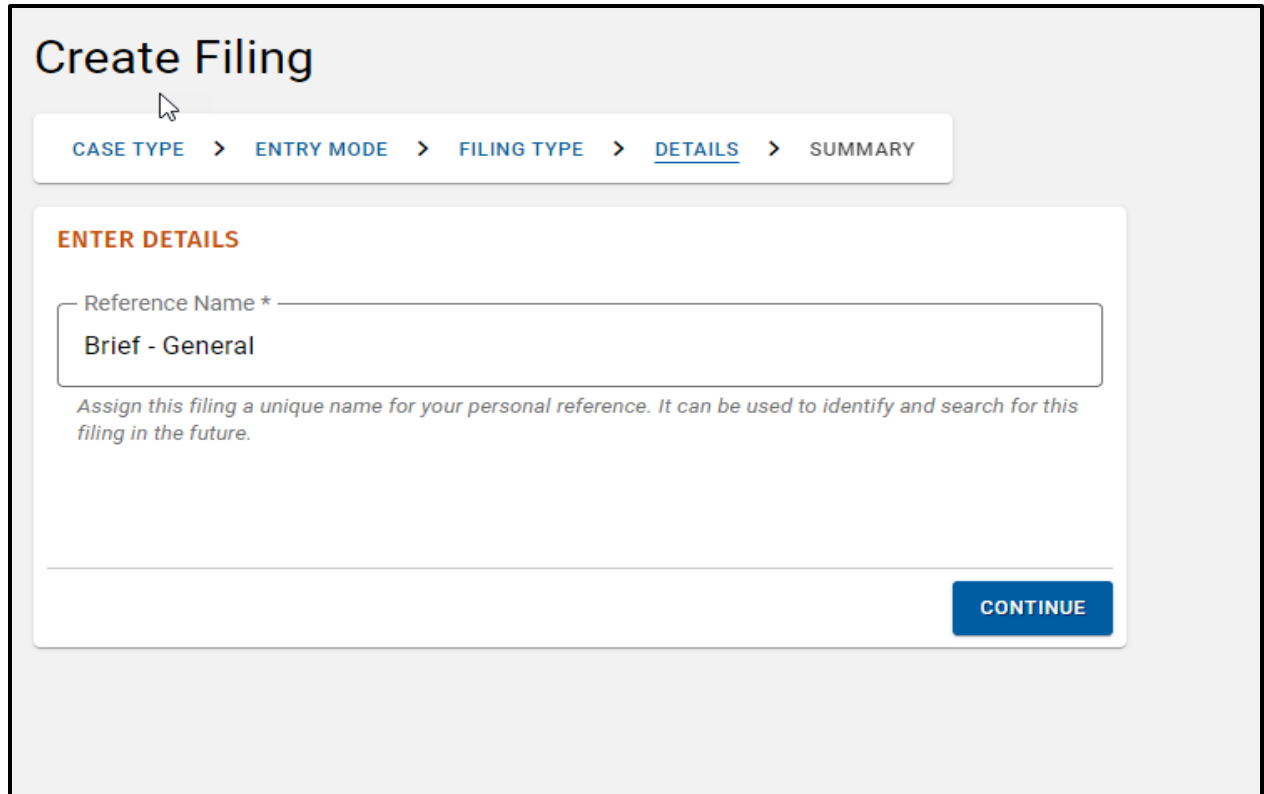
Lead Docket Entry *
Brief - General

CONTINUE

1. Add your **Lead Docket Entry**.
2. Click **Continue**.

Create Filing – Details

1. Add any additional **Details**.



The screenshot shows a web interface for creating a filing. At the top, the title "Create Filing" is displayed. Below it is a breadcrumb navigation bar with the following steps: "CASE TYPE", "ENTRY MODE", "FILING TYPE", "DETAILS" (which is underlined and has a mouse cursor hovering over it), and "SUMMARY". The main content area is titled "ENTER DETAILS" in orange. It contains a text input field labeled "Reference Name *" with the text "Brief - General" entered. Below the input field is a descriptive note: "Assign this filing a unique name for your personal reference. It can be used to identify and search for this filing in the future." At the bottom right of the form is a blue button labeled "CONTINUE".

2. Click **Continue**.

Create Filing – Summary

1. Review **Summary** information.
2. Click **Create Filing** to continue.

Create Filing

[CASE TYPE](#) > [ENTRY MODE](#) > [FILING TYPE](#) > [DETAILS](#) > [SUMMARY](#)

SUMMARY

Please review the details of the filing you are about to create. If everything looks correct, you can create this filing and proceed to the next steps.

COURT North Dakota Supreme Court
CASE TYPE Existing Case Filing
CASE NUMBER 2023[REDACTED]
CASE TITLE [REDACTED]
CASE CLASSIFICATION Appeal - Civil - Child Support
FILING TYPE Brief - General
REFERENCE NAME Brief - General

[CREATE FILING](#)

Manage Filing

Manage Filing – Parties

1. Add any additional **Parties**. If no additional parties need to be added, select **Skip This Step**.

Manage Filing Brief - General

INSTRUCTIONS HIDE ^

This is a general brief. In the description, please include what type of brief you are filing. Do not use this entry in place of a more specific brief entry, such as 'Brief - Appellant'.

PARTIES **FILING INFORMATION** **DOCKET ENTRIES** **SUMMARY**

PARTIES

If the Party(ies) or Participant(s) you are filing on behalf of are already associated with this Case, please SKIP THIS STEP. This function should ONLY be used if you are filing on behalf of Part(ies) or Participant(s) that are NOT already associated to the case and are being introduced with this filing.

ADD PARTY **SKIP THIS STEP**

EXISTING CASE FILING

DRAFT 1 second ago

COURT
North Dakota Supreme Court

CASE NUMBER
2023

CASE TITLE
[REDACTED]

CASE CLASSIFICATION
Appeal - Civil - Child Support

LEAD DOCKET ENTRY
Brief - General

REFERENCE NAME
Brief - General

REFERENCE NUMBER
823D-F229-DE73-201D

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

Manage Filing – Filing Information

Manage Filing Brief - General

INSTRUCTIONS HIDE ^

This is a general brief. In the description, please include what type of brief you are filing. Do not use this entry in place of a more specific brief entry, such as 'Brief - Appellant'.

PARTIES **FILING INFORMATION** **DOCKET ENTRIES** **SUMMARY**

FILING INFORMATION

Enter the general information about the filing being submitted to the court.

ENTER INFORMATION

EXISTING CASE FILING

DRAFT 1 second ago

COURT
North Dakota Supreme Court

CASE NUMBER
2023

CASE TITLE
[REDACTED]

CASE CLASSIFICATION
Appeal - Civil - Child Support

LEAD DOCKET ENTRY
Brief - General

REFERENCE NAME
Brief - General

REFERENCE NUMBER
823D-F229-DE73-201D

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

1. Click **Enter Information**.

Edit Filing Information

FILING INFORMATION
Update the general information about the filing being submitted to the court as necessary.

Filed on Behalf of _____
20230...-APPELLE... I

Use this field to enter the individual(s) or entities(s) who are submitting the legal document(s) which comprise this filing to the court.

Filed by Other _____
Use this field to enter the filed by party name(s) when they are not available in the Filed on Behalf of field (which may occur if you do not have access to all parties on this case).

Reference Name * _____
Brief - General

Assign this filing a unique name for your personal reference. It can be used to identify and search for this filing in the future.

Comments _____
Brief- Appellee

Provide any comments related to this filing that you would like the court to see or be aware of.

Request Confidential
Select this option if you would like the court to consider treating this filing as confidential and not publicly available.

SAVE **CANCEL**

2. Complete all **Filing Information**. If you are filing general filings, such as a general motion or general brief, include the description of the filing in the comments box (e.g. “Brief in Support of Motion for Stay or Motion for Sanctions”).
3. Click **Save**.

Manage Filing Brief - General

INSTRUCTIONS HIDE ^

This is a general brief. In the description, please include what type of brief you are filing. Do not use this entry in place of a more specific brief entry, such as "Brief - Appellant".

PARTIES **FILING INFORMATION** **DOCKET ENTRIES** **SUMMARY**

FILING INFORMATION

Click Edit to update the current filing information you have entered or click Continue to proceed to the Docket Entries workflow step.

FILED ON BEHALF OF 20230 APPELLEE-3

REFERENCE NAME Brief - General

COMMENTS Brief- Appellee

CONTINUE **EDIT**

EXISTING CASE FILING

DRAFT 1 minute ago

COURT
North Dakota Supreme Court

CASE NUMBER
2023

CASE TITLE

CASE CLASSIFICATION
Appeal - Civil - Child Support

LEAD DOCKET ENTRY
Brief - General

REFERENCE NAME
Brief - General

REFERENCE NUMBER
823D-F229-DE73-201D

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

4. Review the **Filing Information**, then click **Continue**.

Manage Filing – Docket Entries

1. If additional docket entries are needed, select **Add Docket Entry**.

Manage Filing Brief - General

INSTRUCTIONS HIDE ^

This is a general brief. In the description, please include what type of brief you are filing. Do not use this entry in place of a more specific brief entry, such as 'Brief - Appellant'.

PARTIES FILING INFORMATION **DOCKET ENTRIES** SUMMARY

DOCKET ENTRIES

Click Add Docket Entry to enter additional associated docket entries and documents to be submitted along with the matter you are filing or click Continue to proceed to the Summary workflow step. Docket entries you have added can also be modified or removed by selecting an option from the Actions column next to the docket entry to be updated. Additional documents can be uploaded for an existing docket entry.

Lead	Type	Documents	Filing Fees	Action
✓	Brief - General	Brief - General	\$0.00	...

1 to 1 of 1

CONTINUE **ADD DOCKET ENTRY**

EXISTING CASE FILING

DRAFT 1 minute ago

COURT
North Dakota Supreme Court

CASE NUMBER
2023

CASE TITLE

CASE CLASSIFICATION
Appeal - Civil - Child Support

LEAD DOCKET ENTRY
Brief - General

REFERENCE NAME
Brief - General

REFERENCE NUMBER
823D-F229-DE73-201D

STATUS HISTORY

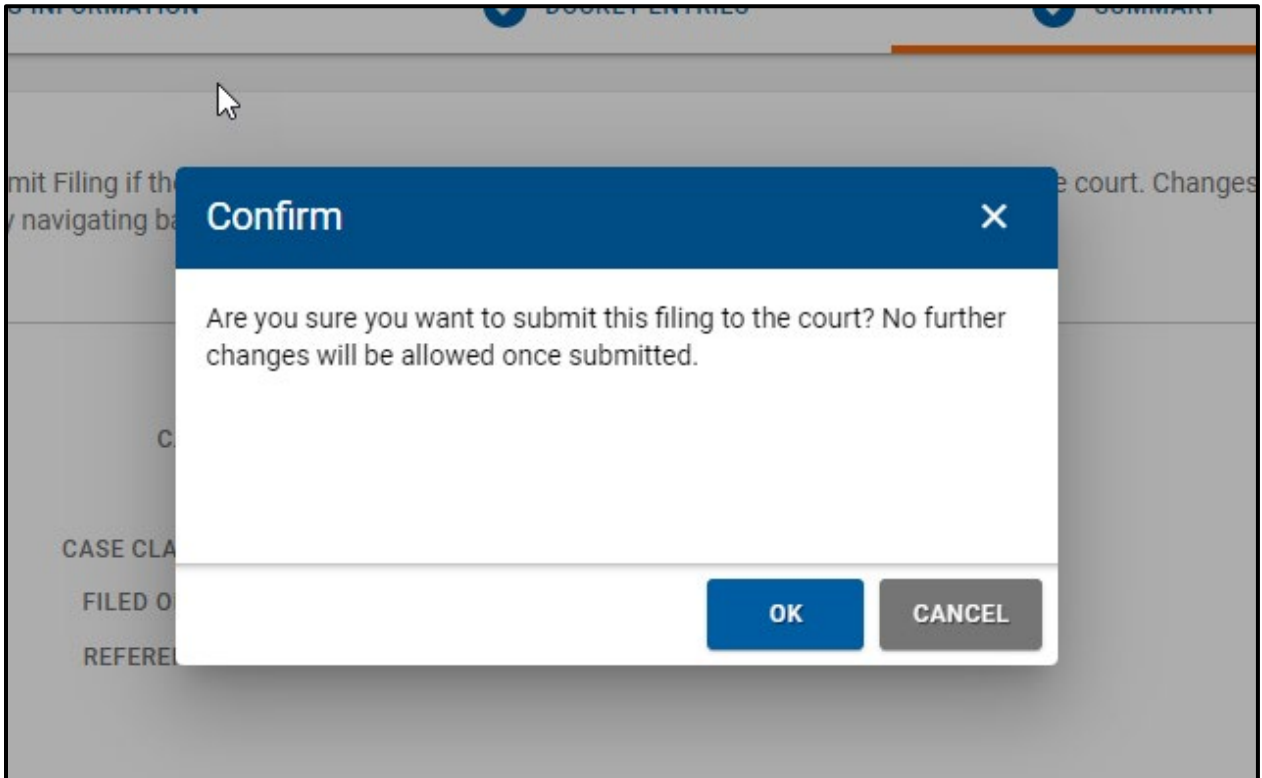
SUBMIT FILING

REMOVE FILING

2. Click **Continue** to resume filing.

Manage Filing – Summary

1. Review the **Summary** information.
2. Click any tab to modify information, if needed.
3. A confirmation window appears. Click **OK** to submit the filing.



4. Click **Submit Filing** to submit to the Court.

Manage Filing Brief - General

INSTRUCTIONS HIDE ^

This is a general brief. In the description, please include what type of brief you are filing. Do not use this entry in place of a more specific brief entry, such as "Brief - Appellant".

✓ PARTIES ✓ FILING INFORMATION ✓ DOCKET ENTRIES ✓ SUMMARY

SUMMARY

Review the summary information for the filing. Click Submit Filing if the information looks accurate and you are ready to submit your filing to the court. Changes can be made to any of the information prior to submission by navigating back to any of the previous workflow steps and making edits.

FILING

COURT **North Dakota Supreme Court**
CASE NUMBER **20230405-APPELLEE-3**
CASE TITLE **[REDACTED]**
CASE CLASSIFICATION **Appeal - Civil - Child Support**
FILED ON BEHALF OF **20230405-APPELLEE-3**
REFERENCE NUMBER **823D-F229-DE73-201D**

DOCKET ENTRIES

Brief - General [Brief - General](#)
LEAD DOCKET ENTRY DOCUMENTS

EXISTING CASE FILING

DRAFT 1 minute ago

COURT
North Dakota Supreme Court

CASE NUMBER
20230405-APPELLEE-3

CASE TITLE
[REDACTED]

CASE CLASSIFICATION
Appeal - Civil - Child Support

LEAD DOCKET ENTRY
Brief - General

REFERENCE NAME
Brief - General

REFERENCE NUMBER
823D-F229-DE73-201D

STATUS HISTORY

SUBMIT FILING

REMOVE FILING

SUBMIT FILING

Monitor Filing Status

1. Click **My Work > My Filings** to monitor the status of the filing. The **My Filings** screen shows all filings.

The screenshot shows the 'My Filings' interface. On the left is a navigation menu with options: Home, Announcements, Notifications, Search, Manage Organization, Administration, My Work, My Filings, My Cases, My Hearings, My e-Service Received, and My Receipts. The 'My Filings' section is active. The main area displays a table of filings with the following data:

Reference Number	Case	Case Classification	Lead Docket Entry	Status	Status Date
0E6A-827C-43C2-60D1 Appeal - Administrative - Other	New Case Filing	Appeal - Administrative - Other	Notice - Appeal	DRAFT	03/27/2024 9:15 AM
FCC9-B263-8AF4-185B Letter - copy	20240091 Case Test vs DOT	Appeal - Administrative - Department of Transportation	Letter - Letter	DRAFT	03/25/2024 11:55 AM
0FCC-87AD-4A2D-25F6 Appeal - Administrative - Other	New Case Filing	Appeal - Administrative - Other	Notice - Appeal	RECEIVED	03/25/2024 10:58 AM
A539-62E5-72E1-1915 Brief - General	20230380 [Redacted]	Appeal - Criminal - Drugs/Contraband	Brief - General	DRAFT	03/21/2024 3:13 PM
A205-8785-2C48-0CA1 Letter	20240091 Case Test vs DOT	Appeal - Administrative - Department of Transportation	Letter - Letter	REJECTED	03/20/2024 4:03 PM
8ADD-982E-1E38-EOFA Brief - Defendant	20230015 [Redacted]	Appeal - Civil - Oil, Gas and Minerals	Brief - Defendant	DRAFT	03/15/2024 12:18 PM
823D-F229-DE73-201D Brief - General	20230405 [Redacted]	Appeal - Civil - Child Support	Brief - General	APPROVED	02/29/2024 8:44 PM

2. Notifications associated with your portal account can be sent to your registered email or within the application allowing you to monitor the status of your filing.
3. When the filing is accepted by the Court, the **Status** is updated. Note the new **Case Number** created for the case.

Resubmitting a Rejected Filing

Important Note: You can only make corrections one time after a filing has been rejected. If filing is rejected a second time, a new filing will need to be created.

1. Click **My Work > My Filings**.
2. Review **Rejection Reason** in the red box.
3. Click **Make Corrections**.

THOMSON REUTERS
Public Portal

North Dakota Appellate Case System

Manage Filing Letter

Rejection Reasons
Your filing has been rejected due to the following issues. You may choose to Make Corrections, which will copy this filing information into a new filing. You may then make the necessary corrections and resubmit it.

- See comments

SUMMARY

FILING

COURT North Dakota Supreme Court
CASE NUMBER 20240091
CASE TITLE [REDACTED]
CASE CLASSIFICATION Appeal - Administrative - Department of Transportation
FILED ON BEHALF OF Test Case
REFERENCE NUMBER A205-8785-2C48-0CA1

DOCKET ENTRIES

Letter - Letter
LEAD DOCKET ENTRY

Letter - Letter
DOCUMENTS

EXISTING CASE FILING

REJECTED 4 days ago

COURT
North Dakota Supreme Court

CASE NUMBER
[20240091](#)

CASE TITLE
[REDACTED]

CASE CLASSIFICATION
Appeal - Administrative - Department of Transportation

LEAD DOCKET ENTRY
Letter - Letter

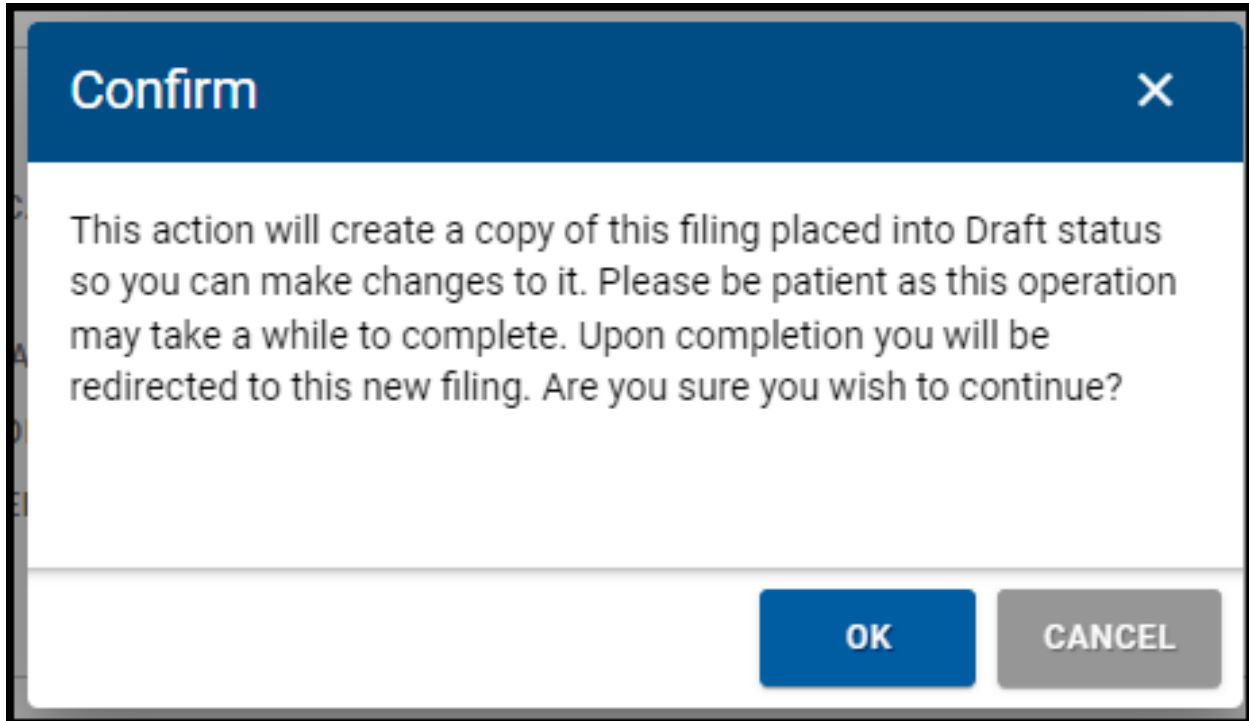
REFERENCE NAME
Letter

REFERENCE NUMBER
A205-8785-2C48-0CA1

STATUS HISTORY

MAKE CORRECTIONS

4. A confirmation box will appear informing user of creating a copy of this filing.
5. Select **Ok** to continue.



For directions on filling into a case or existing case, see instructions above.

6. Make any necessary corrections to your filing.
7. Review the **Summary** information.
8. Click **Submit Filing** to submit to the Court.

Manage Filing Brief - General

INSTRUCTIONS HIDE ^

This is a general brief. In the description, please include what type of brief you are filing. Do not use this entry in place of a more specific brief entry, such as "Brief - Appellant".

✓ PARTIES
✓ FILING INFORMATION
✓ DOCKET ENTRIES
✓ SUMMARY

SUMMARY

Review the summary information for the filing. Click Submit Filing if the information looks accurate and you are ready to submit your filing to the court. Changes can be made to any of the information prior to submission by navigating back to any of the previous workflow steps and making edits.

FILING

COURT North Dakota Supreme Court

CASE NUMBER 20230

CASE TITLE [REDACTED]

CASE CLASSIFICATION Appeal - Civil - Child Support

FILED ON BEHALF OF 20230405-APPELLEE-3

REFERENCE NUMBER 823D-F229-DE73-201D

DOCKET ENTRIES

Brief - General
LEAD DOCKET ENTRY

[Brief - General](#)
DOCUMENTS

SUBMIT FILING

EXISTING CASE FILING

DRAFT 1 minute ago

COURT
North Dakota Supreme Court

CASE NUMBER
20230

CASE TITLE
[REDACTED]

CASE CLASSIFICATION
Appeal - Civil - Child Support

LEAD DOCKET ENTRY
Brief - General

REFERENCE NAME
Brief - General

REFERENCE NUMBER
823D-F229-DE73-201D

STATUS HISTORY
SUBMIT FILING
REMOVE FILING