

**UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT  
QUICK REFERENCE GUIDE | FORMAL BRIEF REQUIREMENTS**

	Appellant/ Petitioner	Appellee/ Respondent	Appellee Principal/Response (Cross Appeal)	Appellant Response/Reply (Cross Appeal)	Reply	Amicus
<b>HARD COPIES OF BRIEFS</b>						
Hard Copy Cover Colors	Blue	Red	Red	Yellow	Gray	Green
Hard Copies	Per 10th Cir. R. 31.5, 7 hard copies must be received in the Clerk’s Office within 5 business days of the court issuing notice that the electronic filing has been accepted					
<b>FORMAT OF BRIEFS</b>						
Required Content for Cover Page	FRAP 32(a)(2); 10th Cir. R. 28.2(C)(1) & (C)(2)					
Form and Font Size (14-Point Preferred)	FRAP 32(a)(5)&(6); 10th Cir. R. 32(A)					
Must be Single-Sided	FRAP 32(a)(1)(A)					
Length Pages/Words/Lines <sup>1</sup>	30/13,000/1,300 FRAP 32(a)(7)(A) & (B)(i)	30/13,000/1,300 FRAP 32(a)(7)(A) & (B)(i)	35/15,300/1,500 FRAP 28.1(e)(1)&(2)	30/13,000/1,300 FRAP 28.1(e)(1)&(2)	15/6500/650 FRAP 32(a)(7)(B)(ii)	15/6500/650 FRAP 29(a)(5)
Page #s; Double Spaced; 1” Margins	FRAP 32(a)(4)					
Typeface and Style (Plain, Roman)	FRAP 32(a)(5)&(6)					
Proper Record and Appendix Citations	10th Cir. R. 28.1(A)(1)&(2), 28.1(B)					
Required Attachments – The order(s) under review and the final judgment must be attached to the opening brief. If Appellant is pro se and does not attach these materials, the appellee must do so. 10th Cir. R. 28.2(B).	10th Cir. R. 28.2(A)	10th Cir. R. 28.2(B)	10th Cir. R. 28.2(A) & (B)	10th Cir. R. 28.2(A) &(B)	N/A	N/A
Glossary for Abbreviations/Acronyms	10th Cir. R. 28.2(C)(4)					N/A
List Attachments in Table of Contents	10th Cir. R. 28.2(C)(5)				N/A	N/A
<b>SUBSTANCE OF BRIEFS</b>						
Disfavored Practices	10th Cir. R. 28.3					
Table of Contents (w/page references)	FRAP 28(a)(2)	FRAP 28(b)	FRAP 28.1(c)(2), citing FRAP 28(a)	FRAP 28.1(c)(3), citing FRAP 28(a)(2)-(8) & (10)	FRAP 28(c)	FRAP 29(a)(4)(B)
Table of Authorities (w/page references)	FRAP 28(a)(3)	FRAP 28(b)	FRAP 28.1(c)(2)	FRAP 28.1(c)(3)	FRAP 28(c); FRAP 28.1(c)(4)	FRAP 29(a)(4)(C)
Statement of Related Cases	10th Cir. R. 28.2(C)(3)				N/A	N/A

<sup>1</sup> FRAP 32(f): Headings, footnotes, and quotations **count** towards length. Items that **do not** count towards length: Cover page, corporate disclosure statement, table of contents, table of authorities, statement of related cases, oral argument statement, certificates of counsel, signature block, proof of service. If a glossary is provided, the glossary is also excluded. 10th Cir. R. 32(B).

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	Appellant/ Petitioner	Appellee/ Respondent	Appellee Principal/Response (Cross Appeal)	Appellant Response/Reply (Cross Appeal)	Reply	Amicus
<b>Oral Argument Statement (NOTE: If oral argument is requested, a statement of the reason(s) why MUST follow the brief's conclusion.)</b>	10th Cir. R. 28.2(C)(2)					N/A
<b>Jurisdictional Statement (subject matter and appellate jurisdiction, timeliness, and final order)</b>	FRAP 28(a)(4)	FRAP 28(b) <sup>2</sup>	FRAP 28.1(c)(2)	FRAP 28.1(c)(3)	N/A	N/A
<b>Citizenship Statement (for diversity jurisdiction cases)</b>	10th Cir. R. 28.2(C)(6)	10th Cir. R. 28.2(C)(6)	10th Cir. R. 28.2(C)(6)			
<b>Statement of the Issues</b>	FRAP 28(a)(5)	FRAP 28(b)(2) <sup>3</sup>	FRAP 28.1(c)(2)	FRAP 28.1(c)(3)	N/A	N/A
<b>Statement of the Case</b>	FRAP 28(a)(6)	FRAP 28(b)(3) <sup>4</sup>	FRAP 28.1(c)(2)	FRAP 28.1(c)(3)	N/A	N/A
<b>Summary of the Argument</b>	FRAP 28(a)(7)	FRAP 28(b)	FRAP 28.1(c)(2)	FRAP 28.1(c)(3)	N/A	FRAP 29(a)(4)(F)
<b>Argument and Standard of Review (see the applicable rule for specifics)</b>	FRAP 28(a)(8)(A)&(B)	FRAP 28(b)(4) <sup>5</sup>	FRAP 28.1(c)(2)	FRAP 28.1(c)(3)	FRAP 28(c)	FRAP 29(a)(4)(F)
<b>Conclusion and Relief Sought</b>	FRAP 28(a)(9)	Not Required	FRAP 28.1(c)(2)	Not Required	FRAP 28(c)	N/A
<b>Proof of Service (When Required)</b>	FRAP 25(d); 10th Cir. R. 25.4					
<b>Certificate of Compliance (# of Words)</b> <a href="http://www.ca10.uscourts.gov/clerk/forms">www.ca10.uscourts.gov/clerk/forms</a>	FRAP 32(g)					FRAP 29(a)(4)(G), 32(g)
<b>Statement of Authority (Amicus Only)</b>	N/A					FRAP 29(a)(2), (3) & (4)(D)
<b>Statement of Interest (Amicus Only)</b>	N/A					FRAP 29(a)(4)(D)
<b>Authorship/Funding Statement (Amicus Only)</b>	N/A					FRAP 29(a)(4)(E)

Note: This quick reference guide is provided by the Clerk's Office for the convenience of counsel and litigants for reference purposes only and does not constitute legal advice. Counsel and litigants remain responsible for independently reviewing and complying with the Federal Rules of Appellate Procedure and the 10th Circuit Rules. The Federal Rules of Appellate Procedure and local rules of the court can be found at [www.ca10.uscourts.gov/clerk/rules](http://www.ca10.uscourts.gov/clerk/rules).

<sup>2</sup> Jurisdictional statement not required unless “the appellee is dissatisfied with the appellant’s statement.”

<sup>3</sup> Statement of issues not required unless “the appellee is dissatisfied with the appellant’s statement.”

<sup>4</sup> Statement of the case not required unless “the appellee is dissatisfied with the appellant’s statement.”

<sup>5</sup> Statement of standard of review not required unless “the appellee is dissatisfied with the appellant’s statement.”