

Filing an Eviction Appeal at the Minnesota Court of Appeals Gudbinta Racfaan kadhanka ah xukun oo loo gudbiyo Maxkamada Racfaanka ee Minnesota

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This packet is provided as a general guide to the process of appealing from an eviction judgment. These instructions explain the steps to start an appeal and answer common questions, but are not a full guide to the law.

Buuggaan waxaa loogu talagaly inuu tilmaan guud kabaxsho hanaanka xukunka. Tilmaamuhu waxay sharaxayaan talaabooyinka aad kubilaabayso racfaanka kadhanka ah maamulka iyo sida aad uga jawaabayso su'aalaha guud, laakiin maaha tilmaamo buuxa oo sharciga laga bixinaayo.

Please read this entire packet carefully. If you do not understand any of the steps or do not know if these forms are right for your situation, you should speak with an attorney for legal advice. Court employees are able to give general information about court rules and procedures, but they cannot give legal advice.

Fadlan akhri dhamaan buggaan si taxadar leh. Haddii aadan waxba kafahmin talaabooyinka ama aadan aqoon in foomamkaan ay yihiin kuwo xaaladaada kuhaboon iyo hadii kale, waa inaad kala hadashaa qareen si uu talo sharci kuusiyo. Shaqaalaha maxkamadu waxay awoodaan inay macluumaad guud kaasiyaan xeerarka maxkamada iyo hanaanada laraacaayo, laakiin kuma siin karaan talo sharci.

This packet includes/Buuggaan waxaa kujira:

- Step-by-Step Instructions for Filing an Eviction Appeal
Tilmaamaha Talaabo-talaabada ah ee qaabka aad Ubuuxinayso Racfaan laxariira Xukunka
- Form: Notice of Appeal
Foomka: Ogaysiiska Racfaanka
- Form: Statement of the Case of Appellant
Foomka: Bayaanka Kiiska Racfaan qaataha
- Form: Appellant's Certificate of Service by Mail of the Notice of Appeal, Statement of the Case, and Judgment
Foomka: Shahaadada Adeegga ee Racfaan Qaataha ee Boostada Lagu diro Ogaysiiska Racfaanka, Bayaanka Kiiska, iyo xukunka

- Form: Appellant’s Certificate of Service by Personal Delivery of the Notice of Appeal, Statement of the Case, and Judgment
Foomka: Shahaadada Adeegga ee Racfaan Qaataha ee Tooska qofku ukeeno ee Ogaysiiska Racfaanka, Bayaanka Kiiska, iyo xukunka
- Form: Appellant’s Certificate of Filing of Notice of Appeal
Foomka: Shahaadada Racfaan Qaataha ee Gudbinta Ogaysiiska Racfaanka iyo
- Form: Appellant’s Certificate of Service by Mail of Brief
Foomka: Shahaadada Adeegga Racfaan qaataha ee Boostada lagu diray ee Dacwada Kooban
- Form: Appellant’s Certificate of Service by Personal Delivery of Brief
Foomka: Shahaadada Adeegga Racfaan qaataha ee Tooska qofku uqaaday ee Dacwada Kooban

For Additional Assistance/Wixii Caawimaad Dheeri ah:

Additional helpful materials, including example briefs, can be found on the Minnesota State Law Library website (<https://mncourts.libguides.com/appeals>).

Macluumaad dheeri ah oo faaiido muhiim ah, ayna kujiraan tusaalayaasha dacwadaha kooban, waxaa laga helayaa webseetka Maktabada Sharciga ee Gobalka Minnesota oo ah (<https://mncourts.libguides.com/appeals>).

The State Law Library also hosts an Appeals Self-Help Clinic (<https://mn.gov/law-library/services/clinics/appealsclinic.jsp>) where you can get brief free legal advice about your case from a volunteer attorney or get help filling out forms. The Appeals Self-Help Clinic is on the third Thursday of the month from 1:30-4:30 p.m. For more information about the Appeals Self-Help Clinic, call (651) 297-7651.

Maktabada Sharciga Gobalka ayaa sidoo kale qabata Xarunta Caafimaadka ee talo Bixinta Racfaanada (<https://mn.gov/law-library/services/clinics/appealsclinic.jsp>) Halkaa soo aad kahelayso talo sharci oo kooban oo uu kusiinaayo qareen mutadawac ah ama lagaa caawinaayo buuxinta foomamka. Xarunta Caafimaad ee Racfaan Shaqsiga ah lagu Barto waxay furan tahay Khamiista sadexaad ee bisha laga bilaabo 1:30-4:30 p.m. Wixii macluumaad dheeri ah oo kusaabsan Xarunta Caafimaadka ee Caawimaada Racfaanka, wac (651) 297-7651.

Important Information about your Appeal Macluumaadka Muhiimka ah ee Kusaabsan Racfaanka

Court of Appeals Opinions are Available to the Public **Dookhyada Maxkamada Racfaanada waxaa heli Kara Bulsho waynt**

Once your appeal is decided, the Court of Appeals will issue a written decision, called an “opinion,” which will describe your case and the reasons for the court’s decision. **The opinion will be available to the public on the Minnesota Judicial Branch’s website.** After an opinion is filed, it cannot be removed from the internet. This means that anyone who searches for your name on the internet may be able to find and read the opinion, including any reasons you may have been evicted.

Marka go'aan laga gaaro racfaankaaga, Maxkamada Racfaanadu waxay soo saaraysaa go'aan qoran, oo loogu yeero “Fikirka,” taasoo sharaxaysa kiiskaaga iyo sababaha loo cuskaday go'aanka maxkamada. **Fikirku wuxuu ufunnaan doonaa dadwaynaha ayagoo ka arkaaya webseetka Waaxda Garsoorka ee Minnesota.** Kadib marka labuuxiyo bayaanka fikirka, lagama saari karo interneetka. Tani waxay kadhigan tahay in qofkasta oo magacaaga kabaara interneetka uu awoodi doono inuu helo uuna akhriyo fikirka, ayna kujiri doonaan sababo kasta oo awgood lagu xukumay.

Parties in an Eviction Appeal/Dhinacyada kujira Racfaanka Xukunka

The party who files the appeal is called the “appellant.” The party or parties who “won” in district court ruled are called the “respondents.”

Dhinaca gudbinaaya racfaanka waa loogu yeeraa “racfaan qaate.” Dhinaca ama dhinacyada “kugulaysta” xukunka ay gaarto maxkamada degmada waxaa loo yaqaanaa “eedaysanayaal.”

Laws that Apply to your Appeal/Sharciyada Qabanaaya Racfaankaaga

Your appeal is governed by the [Minnesota Rules of Civil Appellate Procedure](#), the [Special Rules of Practice for the Minnesota Court of Appeals](#), and the Minnesota Statutes. [Minnesota Statute section 504B.371](#) applies specifically to eviction appeals.

Racfaankaaga waxaa maamulaaya [Sharciyada Minnesota ee Hanaanka Racfaanka Madaniga ah](#), Xeerarka [Gaarka ah ee Shaqada Maxkamada Racfaanada ee Minnesota](#), iyo Qaanuunada Minnesota. [Qaanuunka Minnesota Qaybta 504B.371](#) waxay si gaar ah uqusaysaa racfaanada xukunka.

This packet includes simplified instructions, but you should read the rules and statutes yourself for more information. **If you are representing yourself, you are responsible for researching court rules, case law, and statutes that govern your case.**

Buuggaan waxaa kujira tilmaamo fudud, waa inaad adigu akhrisataa xeerarka iyo qawaaniinta si aad macluumaad dheeri ah u ogaato. **Haddii aad matalayso naftaada, adigga ayaa masuul ka ah baarista xeerarka maxkamada, sharciga kiiska, iyo qawaaniinta qabanaaya kiiskaaga.**

You can find the rules and statutes at the Minnesota State Law Library (Room G25, Minnesota Judicial Center, 25 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, MN 55155, or call 651-297-7651), and at public libraries. You can also find the rules at the Minnesota Judicial Branch's website: <http://www.mncourts.gov/About-The-Courts/SupremeCourt/CourtRules.aspx>.

Waxaad kahelaysaa xeerarka iyo qawaaniinta Maktabada Sharciga Gobalka Minnesota (Room G25, Minnesota Judicial Center, 25 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, MN 55155, ama wac 651-297-7651), iyo maktabadaha dadwaynaha. Waxaa dsidoo kale kahelaysaa xeerarka Websetka Waaxda Garsoorka ee Minnesota: <http://www.mncourts.gov/About-The-Courts/SupremeCourt/CourtRules.aspx>.

Filing Fees/Qarashaadka Buuxinta Racfaanka

The appellant in an eviction matter must either pay a \$550 filing fee to the Clerk of the Appellate Courts, or obtain an order from the district court waiving the filing fee for the appeal. An order waiving the filing fee is sometimes referred to as an order granting permission to proceed “in forma pauperis (IFP).” See [Minn. R. Civ. App. P. 103.01, subd. 1; 109](#).

Racfaan qaataha soo gudbiya racfaanka kadhanka ah xukunka waa inuu ama dhiibaa \$550 oo qarashka gudbinta racfaanka ah oo lasiinaayo Karaaniga Maxkamadaha Racfaanka, ama uu soo qaataa amar kasoo baxay maxkamada degmada kaasoo lagu dhaafaayo qarashka gudbinta racfaanka. Amar lagu faydaayo qarashka waxaa mararka qaar loo yaqaanaa amarka fasaxaaya siiwadida racfaanka “in forma pauperis (IFP).” *Kafiiri* [Minn. R. Civ. App. P. 103.01, subd. 1; 109](#).

To get an order waiving the filing fee for the appeal, you must request it in district court. You must request an order waiving the filing fee for the appeal, even if the district court already waived district court fees. Your request can also ask to waive the cost of preparing a transcript for your appeal. If the district court denies your request to waive the filing fee for the appeal, you may then file a motion with the Court of Appeals to review the district court's denial of your request.

Si aad uhesho amar lagaaga dhaafaayo qarashka gudbinta racfaanka, waxaa qasab ah inaad kacodsato maxkamada degmada. Waa inaad codsato amar lagu dhaafaayo qarashka gudbinta racfaanka, xataa haddii degmada maxkamadu ay horay udhaaftay qarashka maxkamada degmada. Codsigaaga waxaad sidoo kale kudalban kartaa in laga dhaafo qarashka diyaarinta cadaaynta racfaankaaga. Haddii maxkamada degmadu kuudiido codsigaaga ah in lagaa dhaafo qarashka gudbinta racfaanka, waxaad markaas soo gudbin kartaa soojeedin aad udirto Maxkamada Racfaanada si ay dib u eegis ugu samayso diidmada ay maxkamada degmadu diiday codsigaaga.

Instructions and forms for requesting an order waiving fees for your appeal are found on the Minnesota Judicial Branch Website: <http://www.mncourts.gov/GetForms.aspx?c=19&p=70>

Tilmaamaha iyo foomamka aad kucodsanayso amarka lagaaga dhaafaayo qarashka gudbinta racfaanka waxaad kahelaysaa Websetka Laanta Garsoorka Minnesota: <http://www.mncourts.gov/GetForms.aspx?c=19&p=70>

Important Information about your Appeal Macluumaadka Muhiimka ah ee Kusaabsan Racfaanka

Your Forms Must be Filled Out in English Foomamkaaga waa in lagu Buuxshaa Af-Ingiriis

The forms in the attached packet are worded in both English and the translated language. But your answers on the form must be provided in English. If you are unable to fill out your forms in English yourself, you will need to arrange for someone to assist you to word your answers in English.

Foomamka kujira baakada lifaaqa kujirta waxay kuqoran yihiin labadaba luuqada Ingiriiska iyo luuqada Soomaaliga. Laakiin jawaabahaaga foomka waa in lagu qoraa Af-Ingiriis. Haddii aadan awoodin inaad buuxiso foomamkaaga adoo kujawaabaaya luuqada Ingiriiska oo aad adigu qortay, waa inaad diyaarsataa qof kaacaawiya qorista jawaabahaaga oo Af-Ingiriis ah.

Your Brief Must be Written in English Sharaxaada Kooban ee Dacwadaada waa in lagu qoraa Af-Ingiriis

A major part of your appeal is your *brief*, which is where you will make your legal arguments supporting the outcome you are seeking in your appeal. Your brief will likely require some legal research into the statutes and case law that apply to your appeal. The brief must be written in English. If you are unable to write your brief in English yourself, you will need to arrange for someone to assist you researching and writing your brief in English.

Qayb wayn oo kamid ah racfaankaaga ayaa ah *sharaxaada kooban ee dacwadaada*, taasoo ah meesha aad dooda sharci kuqorayso taasoo taageeraysa natiijada aad doonayso inay kasoo baxdo racfaankaaga. Sharaxaadaada kooban waxay ubadan tahay inay ubaahato baaritaan sharci oo aad kusamayso qawaaniinta iyo kiiska sharciga quseeya racfaankaaga. Sharaxaada kooban ee dacwadaadawaa in lagu qoraa Af-Ingiriis. Haddii aadan awoodin inaad buuxiso sharaxaada kooban adoo kujawaabaaya luuqada Ingiriiska oo aad adigu qortay, waa inaad diyaarsataa qof kaacaawiya baarista iyo qorista sharaxaadaada kooban oo Af-Ingiriis ah.

Step-by-Step Instructions for Filing an Eviction Appeal

Tilmaamaha Talaabo-talaabada ah ee qaabka aad Ubuuxinayso Racfaan laxariira Xukunka

Step 1: Calculate your appeal deadline Talaabada 1: Xisaabi waqtiga kama danbaysta ah ee racfaankaaga

You have 15 days from the date that the district court administrator entered a judgment on the eviction order to file and serve your appeal. **The 15-day appeal period starts to run when the district court *enters* the eviction judgment whether or not you are notified of the entry of judgment on that date.**

Waxaad haysataa 15 maalmood laga bilaabo taariikhda maamulaha maxkamada degmadu gaaro go'anka xukunka si aad ugudbiso una qaybiso racfaankaaga. **Muddada racfaanka ee 15 ka maalmood ah way bilaabmaysaa marka maxkamada degmadu *gaarto* go'aanka xukunka haddii lagu sheegay garista xukunka taariikhdaas ivo hadii kalaba.**

General Information about “Entry of Judgment” Macluumaadka Guud ee kusaabsan “Gaarista xukunka”

An *Order for Judgment* is the judge’s written decision telling the court administrator to enter a *Judgment*. After the district judge issues an *Order for Judgment*, the court administrator will take a separate step called “Entry of Judgment.” The court administrator may prepare a separate document titled “Judgment” or “Judgment Roll,” or the court administrator may add a sentence to the order, after the judge’s signature, that says something like “The above conclusions of law and order constitute the judgment of the court.” The court administrator will sign and date this statement (or the separate *Judgment* document) and will record this action. It is this action which constitutes entry of the *Judgment* and starts the 15-day deadline to file and serve your appeal.

Amarka *xukunku* waa go'aanka qoran ee xaakimka kaasoo ushegaaya maamulaha maxkamada inuu diyaarsho *xukun*. Kadib marka xaakimka degmadu soosaaro **Amarka xukunka**, maamulaha maxkamadu wuxuu qaadi doonaa talaabo gaar ah oo looyaqaano “Bixinta Xukunka.” Maamulaha maxkamadu wuxuu diyaarin karaa dukuiinti gaar ah oo ciwaankeedu yahay “Iskuduwida Xukunka,” ama maamulaha maxkamadu wuxuu kudari karaa jumlad amarka, kadib marka xaakimku saxiixo, asagoo sheegaaya wax sidaan oo kale ah “So gabogabaynta kor kuqoran ee sharega ama amarku waxay bixinayaan xukunka maxkamada.” Maamulaha maxkamadu wuxuu saxiixi doonaa uuna taariikhna kuqori doonaa bayaankaan (ama dukumiintiga *xukunka* oo gaar ah) wuxuuna qorayaa talaabadaan. Waa talaabadaan waxa dhaqan galinaysa bixinta *xukunka* bilaabaysana muddada kaa danbaysta ah ee 15 ka maalmood si aad usoo gudbiso una bixiso racfaankaaga.

After Judgment is entered, the next step in the district court proceedings is usually that the district court issues a **Writ of Recovery of the Premises and Order to Vacate** (often referred to as the “Writ of Recovery” or just “the Writ”). The **Writ** tells the sheriff or other officials to remove the occupant(s) from the property. The **Writ** is not appealable. Kadib marka xukunku soo baxo, talaabada ee dacwada maxkamada degmadu caadiyan waa in maxkamada degmadu soosaarto **Amarka soo Celinta Dhisaha iyo Amarka Kaguurista** (taasoo inta badan loogu yeero “Amarka Soocelinta” aa kaliya “Amarka”). Amarku *wuxuu* usheegayaa taliyaha booliiska deegaanka ama saraakiisha kale inuu qofka kasaaro guriga. Amarka **lagama** qaadan karo racfaan.

The only decision that can be appealed in an eviction proceeding is the eviction **Judgment**. The **Order for Judgment** is not appealable, but the Court of Appeals will review it as part of your appeal.

Go'aaanka kaliya ee racfaanka laga qaadan karo dacwada xukunka waa amarka *xaakimka*. Amarka *xukunku* maaha mid racfaan laga qaadan karo, laakiin maxkamada racfaanku waxay dib u eegaysaa amarka asagoo qayb ka ah racfaankaaga.

- The date the district court administrator entered judgment was _____.
Maalinta maamulaha maxkamada degmadu gudbiyay xukuka waxay ahayd

Follow the instructions on the next page to calculate your deadline.
Raac tilmaamaha kuqoran bogga xiga si aad uxisaabiso taariikhdaada kama danbaysta ah.

General Instructions for Calculating Court of Appeals Deadlines

Tilmaamaha guud ee xisaabinta Waqtiyada ay ku egyihiin Racfaanada Maxkamadu

- Appellate court staff cannot calculate your deadline for you. You are responsible for knowing the events that start the time periods for your deadlines and you are responsible for keeping track of all deadlines that apply to your appeal.
Shaqaalaha maxkamada racfaanku ma xisaabin karaan waqtigaaga kama danbaysta ah. Adigga ayaa masuul ka ah ogaanshaha munaasabadaha billoowga u ah mudooyinkaaga kama danbaysta ah adiga ayaana masuul ka ah ilaalinta dhamaan xiliyada kama danbaysta ah ee quseeya racfaankaaga.
- Do not count the day of the event that starts the time period (for example, the date the eviction judgment was entered). Instead, start counting the next day.
Ha xisaabin maalinta dacwadu dhacayso taasoo kabilaabanta waqtiga (tusaale ahaan, taariikhda go'aanka xukunka lagaaro). Taas badalkeed, kabiloow tirinta maalinta xigta.
- Continue counting calendar days. Do not skip weekends or legal holidays.
Siiwad tirinta maalmaha kalaandarka. Haka boodin maalmaha dhamaadka asbuuca ama fasaxyada sharciga ah.
- If the last day of the period falls on a Saturday, Sunday, or legal holiday, then the deadline is the next business day. For the purpose of calculating deadlines, legal holidays for the appellate courts are:
Haddii maalinta ugu danbaysa ee muddadu noqoto maalin Sabti ah, Axad ah, ama maalin sharciyan fasax ah, markaas maalinta kama danbaysta ah waxay noqonaysaa maalinta xigta ee shaqada. Sababo laxariira tirinta maalmaha kama danbaysta ah ee dacwada, maalmaha fasaxa u ah maxkamadaha racfaanka ayaa ah:
 - New Year's Day (January 1);
Maalinta Sanadka Cusub (Janaayo 1);
 - Martin Luther King, Jr.'s birthday (the third Monday in January);
Maalinta Dhalashada Martin Luther King, Jr. (Isniinta sadexaad ee bisha Janaayo);
 - Presidents' Day (the third Monday in February);
Maalinta Madaxwaynaha (Isniinta saddexaad ee Feebaraayo);
 - Memorial Day (the last Monday in May);
Maalinta Xuska (Isniinta ugu danbaysa bisha Maajo);
 - Juneteenth (June 19)/Feystada Juneteenth (19kii Juun)
 - Independence Day (July 4);
Maalinta Xornimada (Luuliyo 4);
 - Labor Day (the first Monday in September);
Maalinta Shaqaalaha (Isniinta ugu horaysa bisha Sibteembar);
 - Columbus Day (the second Monday in October), even though the appellate courts are open on Columbus Day;
Maalinta Columbus (Isniinta labaad ee Oktoobar), inkastoo Maxkamadaha Racfaanku furan yihiin Maalinta Columbus;
 - Veterans' Day (November 11);
Maalinta Halyeeyga (Nofeembar 11);

- Thanksgiving Day (the fourth Thursday in November);
Maalinta Mahad Naqa (Khamiista Afaraad ee Nofeembar);
- The Friday after Thanksgiving; and
Jamcada Kadanbaysa Maalinta Mahad Naqa; iyo
- Christmas Day (December 25).
Maalinta Kiristaanka (Diseembar 25).

The deadline for starting my appeal is _____.

Taariikhda Kama danbaysta ah ee bilaabida Racfaankayga ayaa ah

Note: The Court of Appeals cannot extend the deadline for appeal. Before the deadline you calculated in this step, the *Notice of Appeal* must be **filed** with the Clerk of the Appellate Courts and **served** on all respondents (steps 2-5 provide instructions for filing and serving documents).

Ogsoonow: Maxkamada Racfaanadu makordhin karto waqtiga kama danbaysta ah ee racfaanka. Kahor intaan lagaarin taariikhda kama danbaysta ah ee aad kuxisaabisay talaabadaan, *Ogaysiiska Racfaanku* waa in **lagudbiyaa** loona dhiibaa Karaaniga Maxkamadaha Racfaanka lana siiyaa **dhamaan** dhinacyada dacwada iskadifaacaaya (talaabooyinka 2-5 ayaa kusiinaaya tilmaamaha buuxinta iyo qaybinta dukumiintiyada).

If you do not file and serve the *Notice of Appeal* by the deadline, your appeal will be dismissed. Haddii aadan gudbin aadana qaybin *Ogaysiiska Racfaanka* muddada loo asteevay, racfaankaaga waa latuurayaa.

Step 2: Fill out the *Notice of Appeal* and *Statement of the Case*
Talaabada 2: Buuxi *Ogaysiiska Racfaanka* iyo *Bayaanka Kiiska*

- Fill out the *Notice of Appeal*, which is the document that starts the appeal process in an eviction case. It tells the court and the other party or parties that you intend to appeal. A *Notice of Appeal* form is attached to this packet.
 Buuxi ***Ogaysiiska Racfaanka***, kaasoo ah dukumiintiga biloowga u ah hanaanka racfaanka ee kiiska xukunka ah. Wuxuu usheegayaa maxkamada iyo dhinaca ama dhinacyada kale inaad doonayso inaad racfaan qaadata. Foomka ***Ogaysiiska Racfaanka*** ayaa kulifaaqan baakadaan.
- Fill out the *Statement of the Case*, which should *briefly summarize* the reasons you think the district court’s decision was incorrect. A *Statement of the Case* form is attached to this packet. You do not need to make detailed arguments in the *Statement of the Case*, because you will make detailed arguments later in your *Brief*. Do not attach any additional documents to your *Statement of the Case*.
 Buuxi ***Bayaanka Kiiska***, kaasoo ay tahay inuu si kooban usharaxo sababaha aad u aaminsan tahay in go'aanka maxkamada degmadu uu ahaa mid qaldan. Foomka ***Bayaanka Kiiska*** wuxuu kulifaaqan yahay baakadaan. Uma baahnid inaad gudbiso dood faahfaahsan markaad qorayso ***Bayaanka Kiiska***, waayo waxaad doodaada oo faahfaahsan kuqoraysaa hadhoow foomka dacwada ***Kooban***. Hakusoo lifaaqin wax dukumiintiyoo dheeri ah ***Bayaankaaga Kiiska***.

The party who files the appeal is called the “appellant.” The party or parties who “won” in district court ruled are called the “respondents.”

Dhinaca gudbinaaya racfaanka waa loogu yeeraa “racfaan qaate.” Dhinaca ama dhinacyada “kugulaysta” xukunka ay gaarto maxkamada degmada waxaa loo yaqaanaa “eedaysanayaal.”

The *Statement of the Case* asks you to indicate which format you will use when you file your *brief*: formal, informal, or memorandum of law with a short letter argument. Refer to Step 9 on page 29 for information about the different format options for your *brief*.

Foomka ***Bayaanka Kiisku*** wuxuu kuwaydiinayaa inaad sheegto qaabka aad u adeegsan doonto buuxinta foomkaaga ***dacwada kooban***: qaab rasmi ah, aan rasmi ahayn, ama heshiiskii isfahanka ah oo ay lasocoto waraaq sharaxaad gaaban kabixinaysa doodaada. Kafiiri talaabada 9 ee kuqoran bogga 29 si aad uhesho macluumaad kusaabsan dookhyada qaababka kaladuwan ee aad udiyaarin karto ***Koobista Dacwadaada***.

Fill in all of the blanks on the forms. If you do not fill out all of the blanks, the Clerk of the Appellate Courts may have to return the forms to you, and it may cause you to miss your deadline to appeal.

Buuxi dhamaan meelaha banaan ee foomamka. Haddii aadan buuxin dhamaan meelaha banaan, Karaaniga Maxkamadaha Racfaanka ayaa kuguso celin kara foomka, waxayna qasbaysaa inaad haleeli waydo waqtigii udagsanaa in racfaankaaga laqaado.

Step 3: File the *Notice of Appeal, Statement of the Case, and a copy of the Judgment*
Talaabada 3: Gudbi *Ogaysiiska Racfaanka, Bayaanka Kiiska, iyo koobiga xukunka*

“Filing” means submitting or delivering documents to the Office of the Clerk of the Appellate Courts. The first step in your appeal at the Court of Appeals is to file the *Notice of Appeal*.

“Buuxintu” waxay kadhigan tahay gudbinta ama gaynta dukumiintiyada aad ugayso Xafiiska Karaaniga Maxkamadaha Racfaanka. Talaabada koobaad ee Maxkamada Racfaanku waa inaad gudbiso *Ogaysiiska Racfaanka*.

Choose your method of filing (see instructions below):

Dooro qaabka aad ubuuxinayso (kafiiri tilmaamaha hoose):

General Instructions for “Filing”/Tilmaamaha guud ee “buuxinta” racfaanka

Parties **without an attorney** may file documents by any of the following three methods: Dhinacyada **aan haysan qareenka** waxay kusoo gudbin karaan dukumiintiga mid kamid ah qaababka sadexda ah ee soosocda:

1) By **hand-delivering** them to the Clerk of the Appellate Courts during business hours (8:00 a.m. to 4:30 p.m. weekdays, excluding holidays).

Inaad si toos ah **ugu gayso** Karaaniga Maxkamadaha Racfaanka inta lagu jiro saacadaha shaqada (8:00 a.m. ilaa 4:30 p.m. maalmaha dhamaadka asbuuca, marka laga reebo maalmaha fasaxa).

2) By **mailing** the documents to the Clerk of the Appellate Courts, addressed to:

Inaad **boostada** ugu dirto dukumiintiyada Karaaniga Maxkamadaha Racfaanka, adoo kuqoraaya ciwaanka:

Clerk of the Appellate Courts
305 Minnesota Judicial Center
25 Rev. Dr. Martin Luther King Jr. Blvd.
St. Paul, MN 55155

For filing by postal mail, a document will be considered filed “on time” if it is deposited in the U.S. Mail by the deadline with correct postage and the correct address, even though the Clerk of the Appellate Courts will not receive the document on the day you deposit it in the mail.

Si aad ugu dirto boostada, dukumiintiga ayaa loo aqoonsanayaa mid lagusoo gudbiyay “waqtiga saxda ah” haddii lagu diro boostada Maraykanka xiliga loogu talagalay laguna diro boostada iyo ciwaanka saxda ah, inkastoo Karaaniga Maxkamadaha Racfaanku uusan heli doonin dukumiintiga isla maalinta aad kudirto boostada.

3) By **submitting them electronically** through the appellate courts' e-filing system, E-MACS. Parties who do not have an attorney may use E-MACS, but they do not have to. Once you start to e-file in an appellate case, you must continue to e-file throughout the case – you cannot choose later to file in person or by mail (**Note: All attorneys are required to use E-MACS and cannot file documents by mail or by hand-delivery to the Clerk of the Appellate Courts**).

Inaad **si elektaroonig ah kugudbiso** adoo adeegsanaaya hanaanka gudbinta oonleena ah ee maxkamadaha racfaanka, E-MACS. Dhinacyada aan haysan qareen waxay adeegsan karaan E-MACS, laakiin qasab kuma ahan. Markaad bilowdo inaad kiiska racfaanka kugudbiso qaab oonleena ah, waa inaad siiwadaa kugudbinta macluumaadka kiiska si oonleena dhamaan mudada kiiska kahartay – hadhoow madooran kartid inaad kiska kugudbiso qaab toos ah ama (**Ogsoonow: Dhamaan qareenada waxaa laga doonayaa inay adeegsadaan E-MACS kumana diri karaan dukumiintiyada boostada ama si toos ah uguma gayn karaan Karaaniga Maxkamadaha Racfaanka**).

For information about electronic filing and to submit documents electronically, go to the Clerk of the Appellate Courts' webpage (www.mncourts.gov/Clerk-of-Appellate-Courts.aspx#tab05AppellateFiling).

Si aad macluumaad uga hesho buuxinta dacwad si oonleena ah iyo gudbinta dukumiintiyada si oonleena ah, booqo websetka Karaaniga Maxkamadaha Racfaanka oo ah (www.mncourts.gov/Clerk-of-Appellate-Courts.aspx#tab05AppellateFiling).

The Clerk's Office cannot accept your filing by fax or email. For additional instructions on filing, see [Minn. R. Civ. App. P. 125.01](#).

Xafiiska Karaanigu ma aqbali karo dacwadaada lagusoo diray fakiska ama iimeelka. Wixii tilmaamo dheeri ah oo laxariira gudbinta, kafiiri [Minn. R. Civ. App. P. 125.01](#).

- If you are filing your documents by hand-delivery or by mail, make copies of the *Notice of Appeal*, *Statement of the Case*, and the *Judgment* that you are appealing. Make enough copies so that there will be a copy of each document for each respondent, as well as one copy of each for yourself. Keep one copy of each document for your records.

Haddii aad kumiintigaaga kugudbiso si toos aha boostada, koobiyo kalabax **Ogaysiiska Racfaanka, Bayaanka Kiiska**, iyo **xukunka** aad rabto inaad racfaan kaqaadato. Koobiyo kugu filan kala bax si markaas loohelo koobiga dukumiinti kasta oo uu uhelo eedaysane kasta, iyo sidoo kale hal koobi dukumiinti kasta oo aad adigu haysato. Hayso koobiga dukumiinti kasta oo kamid ah diiwaanadaada.

- File the original *Notice of Appeal* and *Statement of the Case*, along with a copy of the *Judgment*, with the Clerk of the Appellate Courts.

Gudbi **Ogaysiiska Racfaanka ee orijinaalka ah** iyo **Bayaanka Kiiska**, oo uu lasocdo koobiga **xukunka**, ood ugudbiso Karaaniga Maxkamadaha Racfaanka.

Step 4: Serve the documents on respondents
Talaabada 4: Udir dukumiintiyada dhinacyada eedaysanayaasha ah

Any time you submit a document to the Clerk of the Appellate Courts for filing, a copy must also be provided to all other parties at or before the time of filing. This is called “service.”

Markasta oo aad dirto dukumiinti aadna udirto karaaniga Maxkamadaha Racfaanka si aad racfan uga qaadato, waa in sidoo kale koobi loodiraa dhamaan dhinacyada xiliga ama kahor xiliga aad racfaanka gudbinayso. Tan waxaa looyaqaanaa “adeegga.”

You must also file proof that you have served the document (“proof of service”) with the Clerk of the Appellate Courts. Instructions for proof of service are at Step 5.

Waa inaad sidoo kale gudbisaa cadaynta ah inaad dukumiintiga (“cadaynta adeegga”) udirtay Karaaniga Maxkamadaha Racfaanka. Tilmaamaha cadaynta adeegga waxay kuqoran yihiin Talaabada 5.

Important: You must file the *Notice of Appeal* and serve it on the respondents by the deadline you calculated in Step 1, or your appeal will be dismissed.

Arin muhiim ah: Waxaa qasab ah inaad gudbisa *Ogaysiiska Racfaankal* aadna udirtaa eedaysanaha (eedaysanayaasha) marka lagaaro xiliga aad kuxisaabisay Talaabada 1, ama racfaankaaga waa ladiidayaa.

- Choose your method(s) of service. For each party who you need to serve documents on, follow these steps to decide how to serve that party:
 Dooro Naqshada adeeggaaga. Dhinac kasta oo ubaahan in dukumiintiyada lasiiyo, raac talabooyinkaan si aad ugo'aamiso sida aad adeeg usiin karto dhinacaas:

General Instructions for “Service”/Habraacyada guud ee “Gudbinta Waraaqaha”

If a party has an attorney, you must serve the attorney rather than the party. If a party does not have an attorney, serve that party directly.

Haddii qofka kale haysto qareen, dacwada u dir qareenka qofka ee ha u dirin qofka. Haddii uusan qofka kale haysan qareen, waraaqaha toos ugu dir qofkaas.

Did you file your *Notice of Appeal* and *Statement of the Case* electronically using EMACS **AND** is the person you are serving registered for electronic service in E-MACS?

Ma waxaad ku soo dirsatay *Ogaysiiska Racfaanka* iyo *Qoraalka Dacwada* habka intarnetka ee EMACS **OO** qofkaad u direyso ma ka diiwaan gashan yahay habka E-MACS?

If you answered **YES** to both questions above, then you may serve that person electronically using E-MACS.

Haddii aad **HAA** uga jawaabtay labada su'aalood ee kore, markaas qofka kale waa in aad ugu gudbiso habka intarnetka ee E-MACS.

If you answered **NO** to either question above, then you filed your documents by hand delivery or by U.S. Mail and therefore you must choose one of the options below for service:

Haddii aad **MAYA** uga jawaabtay labada su'aalood ee kore midkood, markaas waxaad waraaqaha ku soo gudbisay gacanta ama boostada oo waa in aad doorataa mid ka mid ah habka gudbinta waraaqaha ah ee hoose:

(1) In person (“personal service”): Have another person hand-deliver the document. The person who hand-delivers the document must be 18 years or older and not a party to the appeal. **You cannot serve a party in person yourself.**

Si shakhsi ah (“gacan ka dhiibid”): In uu qof kale gacanta ku geeyo waraaqaha. Qofka geynaya waraaqaha dacwada waa in uu gaaray ama ka weyn yahay 18 jir oo waa in uusan qeyb ka ahayn racfaanka. **Adigu si shakhsi ah uguma geyn kartid qofka kale.**

(2) By mail: Deposit the documents, correctly addressed, in the U.S. Mail, with adequate first-class postage. You may serve documents by mail yourself.

Boostada: Waraaqaha in la diro, si sax ah loogu qoro cinwaanka, oo Boosto ah Mareykanka, oo wakhtiga waa in uu ku filnaado dirista ah heerka koobaad. Adiga ayaa waraaqaha ku diri kara boostada.

(3) If the recipient consents to another method of delivery, such as email or fax, you could also use that method for service. For additional instructions on service, see [Minn. R. Civ. App. P. 125.02 and 125.03](#).

Haddii ay dadkaasi rabaan qaab kale, sida inaad ugu dirto boostada internetka (email) ama fakis, sidaas ayaad ugu gudbin kartaa. Faahfaahin dheeraad ah oo ah dirista waraaqaha, ka eego [Minn. R. Civ. App. P. 125.02 iyo 125.03](#).

Serve each respondent with a copy of the (1) *Notice of Appeal*, (2) *Statement of the Case*, and (3) *Judgment*.

Sii eedaysane kasta koobiga (1) *Ogaysiiska Racfaanka*, (2) *Bayaanka Kiiska*, iyo (3) koobiga *xukunka*.

Step 5: If you served any documents in person or by mail:

Fill out and file the *Certificate of Service*

Talaabada 5: Haddii aad wax dukumiintiyah ah kudirtay si toos ah ama boostada: Buuxi oo gudbi *Shahaadada Adeegga*

Every document submitted to the Clerk of the Appellate Courts for filing must be accompanied by proof that the document was served on the other parties to the appeal. This is called “proof of service.” Documents served electronically do not require a separate document showing proof of service.

Dukumiinti kasta oo loodiyo Karaaniga Maxkamadaha Racfaanka si dacwad loo qabto waa in lasoo raaciyaa cadaayn sheegaysa in dukumiintiga lasiiyo dhinacyada kale ee racfaanka kujira. Tan waxaa loo yaqaanaa “cadaaynta adeegga.” Dukumiintiyada qaabka oonleenka ah lagu gudbiyay uma baahna dukumiinti gaar ah oo muujinaysa cadaaynta adeegga.

General Instructions for “Proof of Service”

Tilmaamaha guud ee “Cadeynta Gudbinta”

Did you serve **all** of your documents on **all** parties electronically using E-MACS?

Ma waxaad waraaqaha oo **dhan** dadka kale oo **dhan** ugu dirtay habka E-MACS?

If yes: No separate proof of service is required, because the Clerk of the Appellate Courts will receive proof (from E-MACS itself) that you have served each document electronically. Skip to Step 6 on page 11.

Haddii aad haa tiri: Looma baahna caddeyn ah dirista, sababtoo ah Karraaniga Maxkamadaha Racfaanka ayey gaareysaa caddeynta (lagu gudbiyo E-MACS) ee lagu diro habkaas ah intarnetka. U gudub Tallaabada 6 ee bogga 11.

If no: Any time you serve papers in person, by postal mail, or by another delivery method (with the consent of the recipient), you must file a separate form showing proof of service.

Haddii aad maya tiri: Mar kasta oo aad waraaqo ku gudbiso si shakhsi ah, boostada, ama qaab kale (oo uu oggol yahay qofka kale), waa inaad soo gudbiso foomka caddeynta gudbinta.

Usually, proof of service is (1) a notarized *Affidavit of Service* or (2) a *Certificate of Service*. The difference between an *Affidavit of Service* and a *Certificate of Service* is that a *Certificate of Service* does not need to be signed in front of a notary.

Badanaa, caddeynta gudbinta waxaa la saaraa (1) notaayo *Markhaatikaca Gudbinta* ama (2) *Caddeynta Gudbinta*. Waxay ku kala duwan yihiin *Markhaatikaca Gudbinta* iyo *Caddeynta Gudbinta* waa in aan *Caddeynta Gudbinta* la iska rabin in lagu saxiixo qofka notaayada saaraya hortiiisa.

You may file one *Certificate of Service* (or *Affidavit of Service*) listing multiple documents if you serve those documents on the same date and on the same parties.

Waxaad soo gudbin kartaa *Caddeynta Gudbinta* (ama *Markhaatikaca Gudbinta*) sida ku qoran waraaqo badan haddii aad dadka u gudbineso waraaqahaas taariikh isku mid ah.

For additional instructions on proof of service, see [Minn. R. Civ. App. P. 125.04](#).
Faahfaahin dheeraad ah oo ah dirista waraaqaha, ka eego [Minn. R. Civ. App. P. 125.04](#).

If you served any documents by mail or other non-electronic method, follow the checklist on the next page to submit proof of service for those documents.

Haddii aad waraaqo ku soo dirtay boostada ama qaab kale oo aan internetka ahayn, waa in aad raacdo waxa ku qoran bogga dambe si aad u soo dirto caddeynta gudbinta waraaqaha.

The person who served the documents must complete and sign either:

Qofka gudbiyay dukumiintiyada waa inuu dhameeyaa uuna saxiixaa midkood:

- the form titled *Appellant's Certificate of Service by Mail of the Notice of Appeal, Statement of the Case, and Judgment*, OR
foomka ciwaankiisu yahay *Shahaadada Adeegga ee Racfaan Qaataha e Boostada Lagu diro Ogaysiiska Racfaanka, Bayaanka Kiiska, iyo xukunka*, AMA
- the form titled *Appellant's Certificate of Service by Personal Delivery of the Notice of Appeal, Statement of the Case, and Judgment*.
foomka ciwaankiisu yahay *Shahaadada Adeegga ee Racfaan Qaataha ee Sida Tooska lagu geeyo Ogaysiiska Racfaanka, Bayaanka Kiiska, iyo xukunka*.

The *Certificate of Service* must include, from top to bottom:

Shahaadada *Adeegga lagu Diraayo Boostada* waa in lagu diraa, sal iyo baar:

1. The parties' names and case file number;
Magacyada iyo nambarka kiiska qolada;
2. County where the form was signed;
Degmada foomka lagu saxiixay;
3. The name of the person who served the documents;
Magaca qofka bixiyay dukumiintiyada;
4. The titles of the documents that were served (on the forms included with this packet, the titles of the document are already filled in);
Ciwaanada dukumiintiyada lagudbiyay (ee kuqoran foomamka kujirta baakadaan, ciwaanada dukumiintiyada horay loo gudbiyay);
5. The date the documents were served;
Taariikhda dukumiintiga lagudbiyay;
6. The names of the parties who were served and the addresses to which the documents were mailed or delivered to those parties;
Magacyada dhinacyada loodiray dukumiintiga iyo ciwaanada dukumiintiyada boostada loogu diray ama tooska loogu geeyay dhinacyadaas;
7. The signature of the person who served the documents, the date the form was signed, and the county and state where the form was signed.

Saxiixa qofka dukumiintiyada diray, taariikhda foomka lasaxiixay, iyo wadanka iyo gobalka foomamka lagu saxiixay.

Note: You will need different *Certificate of Service* forms at different steps in the process. Do not fill out or file all of the *Certificate of Service* forms at the same time.

Ogsoonow: Waxaad ubaahan doontaa foomka *Shahaadada Adeegga* oo kaladuwan intaad kujirto talaabooyinka kaladuwan ee hanaanka. Habuuxin foomamka *Shahaadada Adeegga* iskumar.

File the signed *Certificate of Service* with the Clerk of the Appellate Courts.

Gudbi *Shahaadada Adeegga* oo saxiixan una dir Karaaniga Maxkamadaha Racfaanka.

- If you used E-MACS to electronically file your *Notice of Appeal, Statement of the Case*, and *Judgment*, you will also file your *Certificate of Service* electronically using E-MACS (even if you served your documents by mail or in person). The *Certificate of Service* must be uploaded as a separate PDF or Word document – do not combine with one of your other documents into a single PDF or Word document. Haddii aad adeegsatay E-MACS si aad oonleen ahaan ugu gudbiso foomka *Ogaysiiska Racfaanka, Bayaanka Kiiska*, iyo *xukunka*, waxaad sidoo kale *gudbinaysaa Shahaadada Adeegga* ood oonleen ahaan ugu dirayso adoo adeegsanaaya E-MACS (xataa hadaad dukumiintiyada kudirtay boostada ama aad toos ugaysay). *Shahaadada Adeegga* waa in lasoo galiyaa barta ayoo ah PDF ama Word gaar ugo'an – hakudarin mid kamid ah dukumiintiyada kale adoo kadhigaaya hal PDF ama Word.
- If you filed your *Notice of Appeal, Statement of the Case*, and *Judgment* documents by hand delivery or by mail, you may also file your *Certificate of Service* by hand delivery or by mail. Haddii daad kugudbisay dukumiintiyada *Ogaysiiska Racfaanka, Bayaanka Kiiska*, iyo *xukunka* si toos ah ama aad boostada kudirtay, waxaad sidoo kale kugudbin kartaa *Shahaadada Aanka Kama Danbaysta ah* si toos ah ama boostada.
- See Step 3 on page 11 for additional instructions on how to file documents. Kafiiri Talaabada 3 ee bogga 11 si aad uhesho tilmaamo dheeri ah oo kusaabsan sida aad ugudbinayso dukumiintiyada.

Step 6: File a copy of the *Notice of Appeal* with the district court
Talaabada 6: Gudbi koobiga *Ogaysiiska Racfaanka* ood udirto maxkamada degmada

This step lets the district court know that you have started an appeal with the Court of Appeals. Talaabadaan waxay usahlaysaa maxkamada degmada inay ogaato inaad billoowday racfaan aad ugudbisay Maxkamada Racfaanada.

Like the Court of Appeals, the district courts also allow parties without an attorney to file by mail or hand-delivery to the district court where your case took place. But, the district courts use a different system for electronic filing (called “eFS”), and different district courts may have specific instructions for filing. For more information about filing in district court, contact court administration for the district court where your eviction case was decided.

Si lamid ah maxkamada Racfaanada, maxkamada degmadu waxay sidoo kale siinayaan dhinacyada aan lahayn qareenka inay dukumiintiga ugusoo diraan maxkamada degmada si toos ah ama boostada usoo mariyaan halkaasoo xukunkaagu kadhacay. Laakiin, maxkamada degmadu waxay adeegsadaan hanaan kaduwan kaas oo gudbinta elegtarooniga ah (oo looyaqaano “eFS”), maxkamada kaladuwan ee degmaduna waxay leeyihiin tilmaamo ugaar ah oo dhanka dacwad gudbinta ah. Wixii macluumaad dheeri ah oo kusaabsan maxkamada degmada, laxariira maamulka maxkamada degmada ee xukunka kiiskaaga lagu go'aanshay.

- File a copy of the *Notice of Appeal* with the district court that entered your *Judgment*.
 Gudbi koobiga *Ogaysiiska Racfaanka* ood udirto maxkamada degmada ee gaartay *xukunkaaga*.
- To show that you filed the *Notice of Appeal* in district court, choose one of the following options:
 Si aad umuujiiso inaad gudbisay *Ogaysiiska Racfaanka* ee maxkamada degmada, dooro mid kamid ah dookhyada soosocda:
- (1) Fill out the attached form titled *Appellant’s Certificate of Filing of Notice of Appeal*,
 Buuxi foomka lifaaqa kujira ee ciwaankiisu yahay *Shahaadada Racfaan Qaataha ee Gudbinta Ogaysiiska Racfaanka*,
- OR/AMA
- (2) Obtain a copy of the *Notice of Appeal* that has the district court administrator’s filing stamp on it,
 Sooqaado koobiga *Ogaysiiska Racfaanka* kaasoo uu kuyaalo tiimbaraha maamulaha maxkamada degmada,
- OR/AMA

(3) Obtain a copy of the receipt from eFS showing that you filed the *Notice of Appeal* electronically in the district court.

Soo qaado koobiga helitaanka foomka eFS kaasoo muujinaaya inaad gudbisay **Ogaysiiska Racfaanka** si elegtaroonig ahna aad ugu dirtay maxkamada degmada.

File one of the documents above with the Clerk of the Appellate Courts (see Step 3 on page 11 for instructions on filing documents in the appellate courts).

Si aad ugu gudbiso mid kamid ah dukumiintiyada kore Karaaniga Maxkamadaha Racfaanka (kafiiri Talaabada 3 ee bogga 11 si aad uhesho tilmaamaha gudbinta dukumiintiyada ee maxkamadaha Racfaanka).

If you want to request to waive the fees for your appeal (by filing a *Motion to Proceed In Forma Pauperis* in district court), you should file this request now. Instructions and forms for requesting an order waiving fees for your appeal are found on the Minnesota Judicial Branch Website: <http://www.mncourts.gov/GetForms.aspx?c=19&p=70>

Haddii aad doonayso inaad qaadato codsiga lagaaga dhaafaayo qarashaadka racfaankaaga (adoo gudbinaaya **Soojeedinta Siivadida ee In Forma Pauperis** una gudbinaaya maxkamada degmada), waa inaad codsigaan hadda dirtaa. Tilmaamaha iyo foomamka aad kucodsanayso amarka lagaaga dhaafaayo qarashka gudbinta racfaanka waxaad kahelaysaa Webseetka Laanta Garsoorka Minnesota: <http://www.mncourts.gov/GetForms.aspx?c=19&p=70>

Note: If the district court grants your request to waive the filing fees for your appeal, it is your responsibility to forward a copy of the district court's order waiving your fees to the Clerk of the Appellate Courts.

Ogsoonow: Haddii maxkamada degmadu kuu ogolaato codsigaaga dhaafida qarashka racfaankaaga, adigga ayaa masuul ka ah inaad koobiga amarka maxkamada ee dhaafida qarashka dacwada ugubiso Karaaniga Maxkamadaha Racfaanka.

Step 7: Order your *Transcript* (optional) Talaabada 7: Dalbo *Qoraalka* (ikhtiyaari)

In addition to the parties' briefs, the "district court record" is the only information that the Court of Appeals considers in an appeal. The district court record includes documents filed in the district court and evidence used in the hearings before the district court judge or housing court referee.

Marka laga tago warbixinta kooban ee dhinacyada, "diiwaanka maxkamada degmada" waa warbixinta kaliya ee Racfaanada Maxkamada ku tixgelinayso racfaan. Diiwaanka maxkamada degmada waxaa ku jiro waraaqaha lagu xareeyay maxkamada degmada iyo cadeymo lagu isticmaalay dhageysiga garsooraha maxkamada degmada ama rifariiga maxkamada guriga hortood.

The district court record might also include a *transcript* of the hearing(s) before the district court judge. A *transcript* is a typed copy of what all of the witnesses, parties, and the judge said at your hearing. If a district court hearing was held in your case, you can order a *transcript* of the hearing. A *transcript* is not automatically prepared unless it is requested. If you need a transcript for your appeal you must order it within 14 days from when you filed the *Notice of Appeal*. [Minn. R. Civ. App. P. 110.02](#).

Diiwaanka maxkamada degmada waxaa sidoo kale ku jiri karo *qoraalka* dhageysiga (dhageysiyada) garsooraha maxkamada degmada hortiisa ah. *Qoraalka* waa nuqul la qoray oo waxa dhammaan marqaatiyada, dhinacyada, iyo garsooraha ka sheegeen dhageysiga. Haddii dhagaysi maxkamada degmada lagu sameeyay kiiskaaga, waxaad dalban kartaa *qoraalka* wixii laga sheegay dhagaysiga kiiska. Qoraalka *lama* diyaarsho si elegtaroonig ah inaad ucodsato maahee. Hadaad ugu baahato qoraal qoraal ah rafcaankaaga waa inaad ku dalbatid 14 maalmood gudahood laga bilaabo markaad gudbisay *Ogaysiiska Rafcaanka*. [Minn. R. Civ. App. P. 110.02](#).

If you can't afford the transcript preparation fees, you can request that they be waived, by filing a *Motion to Proceed In Forma Pauperis* in district court. Call court administration at the district court to request instructions for having the district court waive your transcript fees.

Haddii aadan iskabixin karin qarashaadkaka diyaarinta qoraalka, waxaad codsan kartaa in qarashka lagaa dhaafo adoo ugudbinaaya *Soojeedin ah in Racfaanka laguusii wado (In Forma Pauperis)* kana codsanaaya maxkamada degmada. Wac maamulaha maxkamada ee maxkamada jooga si aad ucodsato tilmaamaha aad uga dalbanayso in maxkamada degmadu kaadhaafto qarashka qoraalka.

- Decide whether you need a transcript of a district court hearing. If you want the Court of Appeals to consider what was said at a district court hearing as part of the record in your appeal, you will need a transcript of each hearing you want the Court of Appeals to consider.

Go'aanso inaad ubaahan tahay iyo inkale qoraalka dhagaysiga dacwada maxkamada degmada. Haddii aad rabto in Maxkamada Racfaanku dib u eegto wixii laga sheegay

dhagaysiga maxkamada degmada oo qayb ka ah diiwaanka racfaankaaga, waa inaad qoraal kukeentaa dhagaysi kasta oo aad doonayso in Maxkamada Racfaanku dib u eegto.

If you decide you **do NOT** need a transcript for your appeal, skip to Step 8.
Haddii aad go'aansato in **AADAN ubaahnayn** qoraalka racfaanka, ubood Talaabada 8.

If you **DO** need a transcript, follow the checklist.
Haddii **AADAN** ubaahnayn inaad codsato qoraalka, raac tilmaamaha kuqoran.

- For each hearing you are requesting a transcript of, gather this information:

Dhagaysi kasta oo aad codsanayso qoraalkiisa, soo aruurso macluumaadkaan:

(1) District court case file number for your eviction case: _____

Nambarka faylka kiiska maxkamada degmada ee xukunka kiiskaaga:

(2) Names of the parties/Magacyada dhinacyada racfaanka: _____

(3) Date of the hearing(s)/Taariikhda dhagaysiga (dhagaysiyada) lasameeyay: _____

Name of the judge at the hearing(s): _____

Magaca xaakimka dhagaysiga (dhagaysiyada) qabtay: _____

You will need to provide this information when you request the transcript.

Waxaad ubaahan tahay inaad keento macluumaadkaan markaad codsato qoraalka.

- Call court administration at the district court where your eviction hearing took place for instructions on how to request a transcript. You can find contact information for the district court at <http://www.mncourts.gov/Find-Courts.aspx>.

Wax maxkamada maamulka ee degmada maxkamada halkaasoo dhagaysiga xukunkaaga kadhacay si aad uhesho tilmaamo laxariira sida aad ucodsanayso qoraalka. Waxaad kahelaysaa macluumaadka xariirka ee maxkamada degmada barta <http://www.mncourts.gov/Find-Courts.aspx>.

- Follow court administration's instructions to request a transcript.

Raac tilmaamaha maamulka maxkamada si aad ucodsato qoraal.

- Pay the fee for the transcript. After you submit your transcript request, the court reporter will contact you and will provide you with an estimated cost to prepare the transcript and the estimated date when the transcript will be complete. Payment must be made before the transcript is prepared. If you are unable to afford the transcript fee, call court administration at the district court and request instructions for having the district court waive your transcript fee.

Dhiib qarashka qoraalka. Kadib markaad dirto codsigaaga qoraalka, wariyaha maxkamada ayaa kulasoo xariiraaya, kadibna kuusheegaaya qarashka lafilaayo inay kubaxdo diyaarinta qoraalka iyo xiliga lafilaayo in qoraalku diyaar noqdo. Qarashka waa in la dhiibaa kahor intaan qoraalka ladiyaarin. Haddii aadan iskadhiibi karin qarashka qoraalka, wac maamulaha maxkamada ee maxkamada jooga kana codso tilmaamaha aad uga dalbanayso in maxkamada degmadu kaadhaafto qarashka qoraalka.

- Provide the court reporter with the names and contact information for the other parties involved with the appeal, so that the court reporter can provide them with copies of the transcript. **It is the appellant's responsibility to order copies of any transcript being prepared for appeal for all the other parties to the appeal.**

Sii wariyaha maxkamada magacyada iyo macluumaad lagala xariiraayo dhinacyada kale ee kujira racfaanka, si uu wariyaha maxkamadu usiiyo koobiyada qoraalka. **Waa waajib saaran racfaan qaataha inuu dalbado koobiyada qoraal kasta oo laga diyaarshay racfaanka kuwaasoo lasiinaayo dhamaan dhinacyada kale ee racfaanka kujira.**

- The court reporter will fill out a *Certificate as to Transcript*, which you and the court reporter both sign. The *Certificate as to Transcript* tells the Court of Appeals that you have requested the transcript and will pay the court reporter. See [Minn. R. Civ. App. P. 110.02](#). The *Certificate as to Transcript* must include:

Wariyaha maxkamada ayaa gudbinaaya **Shahaadada Qoraalka**, kaasoo adigga iyo wariyaha maxkamada labadiinuba saxiixaysaan. **Shahaadadaan Qoralka** wuxuu usheegayaa Maxkamada Racfaanada inay ogaato inaad codsatay qoraalka aadna lacagta siinayso wariyaha maxkamada. Kafiiri [Minn. R. Civ. App. P. 110.02](#). Shahaadada **Qoraalkua** waa inay kujiraan:

- (1) The date you requested the transcript from the court reporter;
Taariikhda aad codsatay qoraalka aadna kadalbatay wariyaha maxkamada;
- (2) An estimated date that the court reporter will complete the transcript, deliver it to the parties, and file it with the district court;
Taariikhda laqiyaasaayo in wariyaha maxkamadu kudhamaynaayo qoraalka, uu kusiinaayo dhinacyada, uuna ugu gudbinaayo maxkamada degmada;
- (3) Your signature (if you are acting as your own attorney); and
Saxiixaaga (haddii aad adigu qareen isku tahay); iyo
- (4) The signature of the court reporter.
Saxiixa wariyaha maxkamada.

- File and serve the *Certificate as to Transcript* with the Clerk of the Appellate Courts, or verify that the court reporter plans to file and serve it for you.

Gudbi oo sii **Shahaadada Qoraalka** Karaaniga Maxkamadaha Racfaanka, ama xaqiiji in wariyaha maxkamadu uu qorshaynayo inuu gudbiyo uuna kusiyo shahaadada.

After the court reporter receives payment, they will prepare the transcript and provide it to you and the other parties electronically or by mail. The court reporter will also file a copy of the transcript in the district court and will file a **Transcript Delivery Certificate** with the Clerk of the Appellate Courts verifying that the transcript was filed in district court.

Kadib marka wariyaha maxkamadu helo qarashka, wuxuu diyaarinayaa qoraalka kadibna wuxuu siinayaa adigga iyo dhinacyada kale ee racfaanka kujira si oonleen ah. Wariyaha maxkamada ayaa sidoo kale udiraaya koobiga qoraalka maxkamada degmada una gudbinaaya **Shahaadada Qoraalka** Karaaniga Maxkamadaha Racfaanka asagoo xaqiijinaaya in qoraalka loo gudbiyay maxkamada degmada.

Step 8: Calculate the Deadline for your Brief
Talaabada 8: Xisaabi waqtiga kama danbaysta ah ee Dacwaadada Kooban

Your written argument on appeal is called a “brief.” As the appellant (appealing party), **you must file a brief by the deadline and serve it on the other parties, or your appeal will be dismissed.** See [Minn. R. Civ. App. P. 142.02](#). You are responsible for calculating and keeping track of your own deadlines – appellate court staff cannot do it for you.

Doodaada qoran ee laxariirta racfaanka waxaa loogu yeeraa “dacwad kooban.” Adoo ah racfaan qaate (qofka racfaanka gudbinaaya), **waa inaad gudbisaa dacwada oo kooban mudada ucayiman aadna uqaybisaa dadka kale, hadii kale racfaankaaga waa ladiidayaa.** Kafiiri [Minn. R. Civ. App. P. 142.02](#). Waxaad masuul katahay xisaabinta iyo lasocoshada waqtigaaga kama danbaysta ah – shaqaalaha maxkamada racfaanku kuuma qaban karaan shaqadaas.

The deadline for your *brief* depends on whether you requested a transcript (See [Minn. R. Civ. App. P. 131.01, subd. 1](#)):

Muddada loocayimay *dacwada kooban* waxay kuxiran tahay inaad ocdsatay qoraal (Kafiiri [Minn. R. Civ. App. P. 131.01, subd. 1](#)):

**Did you request a transcript
for your appeal?
Ma soo codsatay qoraalka
dacwada ee racfaankaaga?**

If you answered **NO**, then the deadline for filing and serving your *brief* is **30 calendar days** from the date you filed the *Notice of Appeal*.

Haddaad tiri **MAYA**, markaas waqtiga kama-dambeysta ah ee dirista iyo xareynta *dacwada kooban* waa **30 maalmood** laga bilaabo taariikhda aad soo gudbisay *Ogeysiiska Racfaanka*.

Date you filed the *Notice of Appeal*: _____.

Taariikhda aad soo dirsatay *Ogeysiiska Racfaanka*

ADD 30 days

KU-DAR 30 maalmood

The deadline for my brief is _____.

Kama-dambeysta dacwadeyda kooban waa.

**Did you request a transcript
for your appeal?
Ma soo codsatay qoraalka
dacwada ee racfaankaaga?**

If you answered **YES**, was the transcript provided to you **electronically** or **by mail**?
Haddaad tiri **HAA**, ma waxaa qoraalka laguugu soo diray **intarnetka** mise **boostada**?

If you received the transcript **ELECTRONICALLY**, then the deadline for filing and serving your *brief* is **30 calendar days** from when you received the transcript, or **30 calendar days + 1 business day** if you received the transcript after 5:00 p.m.

Haddii qoraalka laguugu soo diray **INTARNETKA** markaas kama-dambeysta buuxinta iyo xareynta *dacwadaada* waa **30 maalmood** laga bilaabo markaad heshay qoraalka, ama **30 maalmood + 1 maalin oo shaqo** haddii aad qoraalka heshay 5:00 galabnimo ka dib.

Date and time you received the transcript: _____

Taariikhda iyo wakhtiga aad heshay qoraalka

If you received the transcript **BY MAIL**, then the deadline for filing and serving your *brief* is **30 calendar days + 3 business days** from when the court reporter mailed the transcript to you.

Haddii qoraalka laguugu soo diray **BOOSTADA** markaas kama-dambeysta buuxinta iyo xareynta *dacwadaada* waa **30 maalmood + 3 maalin oo shaqo** laga bilaabo marka maxkamaddu ay sheegtay in ay qoraalka kuu soo dirtay.

Date the transcript was mailed to you (postmark date): _____

Taariikhda qoraalka boostada laguugu soo diray (taariikhda shaabadda boostada)

The deadline for my brief is _____.

Kama-dambeysta dacwadeyda kooban waa.

See Step 1 for specific instructions for calculating deadlines.

Eeg Tallaabada 1 habraacyo gaar ah oo lagu xisaabinayo kama-dambeysta.

Step 9: Prepare your Brief

Talaabada 9: Diyaarso Dacwadaada Kooban

In an eviction appeal, you have three options for the format of your *brief*:

Markaad qaadanayso racfaanka xukunka, waxaad haysataa sadex dookh oo ku aadan qaabka *dacwadaada kooban*:

- (1) **Formal Brief:** A formal brief includes a table of contents, a statement of the legal issues, a statement of the case and the facts, an argument, a conclusion, and an addendum. See [Minn. R. Civ. App. P. 128.02](#).

Dacwad kooban oo Rasmi ah: Warbixinta kooban ee rasmiga ah waxaa ku jira tasmada jadwalka, bayaanka sharciga, bayaanka dacwada iyo xaqiiqada, dooda, gunaanadka, iyo wixii dheeraada. Eeg [Minn. R. Civ. App. P. 128.02](#).

- (2) **Informal Brief:** If the court gives permission to file an informal brief, it must include a written argument and addendum. See [Minn. R. Civ. App. P. 128.01, subd. 1](#). To receive permission to file an informal brief, you would need to file a motion requesting permission. See page 29 for more information about motions.

Dacwadoo Kooban oo aan Rasmi Ahayn: Haddii ay maxkamaddu kuu fasaxdo in aad soo gudbisoo dacwad kooban oo aan rasmi ahayn, waa in ay ku jiraan dood qoran iyo faahfaahin dheeraada. Eeg [Minn. R. Civ. App. P. 128.01, subd. 1](#). Si aad u hesho ogolaansho aad ku soo dirsato dacwada kooban, waa in aad soo gudbisato mooshin ama codsiga oggolaanshaha. Eeg bogga 29 oo ah faahfaahinta mooshinka.

- (3) **Memorandum of Law and Short Letter Argument:** If you submitted a written *Memorandum of Law* during your administrative or agency proceeding, you may file that Memorandum as your brief, along with a short letter argument that addresses the decision and an addendum. See [Minn. R. Civ. App. P. 128.01, subd. 2](#). If this is the type of brief you wish to file, you must have selected this option on the *Statement of the Case*.

Bayaanka Sharciga iyo Waraaq Dood Yar: Haddii aad soo gudbisay *Bayaanka Sharciga* intii lagu jiray kiiska dhageysiga dacwada ama habraaca xafiiska, waxaad soo gudbin kartaa Bayaanka kuu ah kiiskaaga kooban, oo waa in aad soo raaciso dood yar oo ka hadleysa go'aanka iyo faahfaahinta dheeraadka ah. Eeg [Minn. R. Civ. App. P. 128.01, farq. 2](#). Haddii uu kan yahay nooca dacwada kooban ee aad rabto inaad gudbisoo, waa in aad ka dhex doorato *Bayaanka Kiiska*.

- Choose the format for your *brief* (formal, informal, or short letter argument). Note: This should match the format option you marked in your *Statement of the Case*.

Dooro qaabka *dacwadaada kooban* (rasmi, aan rasmi ahayn, ama waraaqda kooban ee dooda ah). Ogsoonow: Tani waa inay waafaqdaa qaabka dookha aad kuqortay *Bayaankaaga Kiiska*.

- Write your *brief*. The Minnesota State Law Library website has helpful information about writing briefs and example briefs you can read (<http://mncourts.libguides.com/appeals/briefs>).

Qor *dacwadaada kooban*. Webseetka Maktabada Sharciga Gobalka Minnesota waxaa kujira macluumaad muhiim ah oo kusaabsan qorista dacwadaha kooban iyo tilmaamaha dacwadaha kooban ee aad akhrin karto (<http://mncourts.libguides.com/appeals/briefs>).

- Prepare the addendum to your *brief*. No matter what type of *brief* you file, your *brief* must include an addendum that contains a copy of the district court *Judgment* that you are appealing. See [Minn. R. Civ. App. P. 128.02 and 130.02](#). Your addendum may also contain up to 50 additional pages of documents from the record or statutes, rules, cases or other authorities that would be helpful to the court when reading your brief. However, **you cannot include any new evidence that was not presented to the district court judge.**

Diyaari sharaxaada dheeriga ah ee *dacwadaada kooban*. Muhiim maaha nooca *dacwada kooban* ee aad gudbisay, *dacwadaada kooban* waa inaad kusoo darto sharaxaada dheeriga ah kaasoo kakooban koobiga *xukunka* maxkamada degmada ee aad racfaanka kaqaadanayso. Kafiiri [Minn. R. Civ. App. P. 128.02 iyo 130.02](#). Qoraalkaaga wuxuu sidoo kale wadan karaa illaa 50 bogga oo dheeraad ah oo waraaqaha diiwaanka ama qaynuunada, sharciyada, dacwadaha ama maamulada kale oo gacan siinaya maxkamada markii aad aqrineysid warbixinta kooban. Laakiin, **kuma dari kartid wax cadeyn cusub oo aan loosoo bandhigin garsooraha maxkamada degmada.**

Step 10: File and serve your brief
Talaabada 10: Soo xareyso oo qof kale u Gudbi Dacwada Kooban

- File your brief with the Clerk of the Appellate Courts (see Step 3 above for instructions on how to file documents).

U soo gudbi dacwadaada kooban Karraaniga Maxkamadaha Racfaanka (eeg tallaabada 3 ee kore si aad uga hesho habraaca loo soo gudbiyo waraaqaha).

If you have already **e-filed** documents using the appellate courts' E-MACS system, you will e-file your brief, too. During the e-filing process you should e-serve your brief on any parties to your case who have registered for e-filing.

Haddii aad mar hore waraaqaha ku soo dirsatay **intarnetka** adiga oo isticmaalaya habka E-MACS ee maxkamadda rafcaanka, waa in aad dacwada oo kooban intarnetka ku soo dirto. Intii aad intarnetka waraaqaha ku soo direysay waxaa lagaa rabay in aad dhinacyada kale u dirto kiiska dawladda aad diwaanka gashatay.

If you are filing **in person or by mail** (instead of using the appellate courts' E-MACS system), you will need to file a printed hard copy of your brief.

Haddii aad ku soo gudbisay **si shakhsi ah ama boostada** (intii aad isticmaali lahayd habka E-MACS ee maxkamadda rafcaanka), waa inaad hab waraaqo ah ku soo dirto dacwada kooban.

- If needed, serve paper hard copies of your brief on other parties to your case. There are two situations where you would need to print hard copies of your brief to serve on parties to your case:

Haddii loo baahdo, u gudbi waraaqaha dacwada oo kooban dhinacyada kale ee kiiskaaga. Waxaa jira laba xaaladood oo lagaaga rabo in aad soo daabacdo dacwada oo kooban si aad ugu gudbiso dhinacyada kiiskaaga:

- 1) If you filed your brief in person or by mail (instead of using the appellate courts' E-MACS system), you will need to serve a hard copy of your brief on all of the other parties to the case. Make enough hard copies of your briefs for all respondents on the case.

Haddii aad dacwada ku soo gudbisay si shakhsi ah ama boostada (intii aad isticmaali lahayd habka E-MACS ee maxkamadda rafcaanka), waa in aad dhinacyada kale u dirto dacwada kooban. Soo diyaarso waraaqo kugu filan oo ah dacwada kooban oo aad siiso dhinacyada ka jawaabaya.

- 2) If you e-filed your brief using the appellate courts' E-MACS system, but there were any parties who you could not e-serve through E-MACS and they have not agreed to some other form of e-service (such as email), you will need to serve those parties with a hard copy of your brief. Make enough hard copies of your brief for all parties who could not be e-served.

Haddii aad dacwada ku soo dirtay intarnetka habka E-MACS ee maxkamadda

rafcaanka, laakiin ay jireen dhinacyo aad ugu diri weyday habka E-MACS oo aysan yeelin nooc ah hab kale (sida boostada internetka), waa in aad dacwada waraaqo ahaan ugu dirto dhinacyada kale. Soo diyaarso waraaqo kugu filan oo aad siiso dhinaca kale ee aan ku helin habka internetka.

- If you needed to serve any hard copies of your brief, the person who served the hard copies of the brief must fill out and sign the form titled ***Certificate of Service by Mail of Brief*** (see Steps 4 & 5 above for instructions about service and proof of service).

Haddii aad rabto waraaqaha caadiga ah ee dacwada, qofka soo gudbiyey dacwada kooban waa in uu buuxiyo oo saxiixo foomka la yiraahdo ***Caddeynta Gudbinta Boostada ee Dacwada Kooban*** (eeg Tallabooyinka 4 iyo 5 ee kore ee habraacyada dirista caddeynta waraaqaha).

- If you needed to serve any hard copies of your brief, file the ***Certificate of Service by Mail of Brief*** with the Clerk of the Appellate Courts (see Step 3 above for instructions on how to file documents).

Haddii aad rabto waraaqaha caadiga ah ee dacwada, u gudbi ***Caddeynta Gudbinta Boostada ee Dacwada Kooban*** Karraaniga Maxkamadaha Racfaanka (eeg tallaabada 3 ee kore oo ah habraacyada lagu gudbiyo waraaqaha).

General Information about “Motions” Macluumaad guud oo laxariira “Soojeedinada”

If you cannot serve and file your brief by the deadline you calculated and you need more time, or if you want to make any other request of the court, you must serve and file a signed, written request asking the court for the relief you need. This formal request is called a “motion.”

Haddii aadan bixin karin aadana gudbin karin dacwadaada kooban marka lagaaro xiligii looqabtay ee aad xisaabsatay aadna ubaahan tahay waqti dheeri ah, ama hadii aad rabto inaad codsi kale udhiibato maxkamada, waa inaad keentaa aadna gudbisaa codsi saxiixan, oo qoran oo aad kaga dalbanayso maxkamada inay baahidaada fududayso. Codsiga rasmiga ah waxaa looyaqaanaa “soojeedin.”

The motion must state (1) what you are requesting and (2) the reason(s) for that request. The requirements for a motion are found in [Minn. R. Civ. App. P. 127](#) and specific instructions for requesting a briefing extension are found in [Minn. R. Civ. App. P. 131.02](#).

Soojeedintu waa inay sheegtaa (1) waxa aad codsanayso (2) sababta (sababaha) aad codsiga usamaynayso. Shuruudaha soojeedinta waxaa laga helaa [Minn. R. Civ. App. P. 127](#) iyo tilmaamaha gaarka ah ee codsiga kordhinta muddada dacwada kooban waxaad kahelaysaa [Minn. R. Civ. App. P. 131.02](#).

You must serve the written motion on the respondents. When you file your motion with the Clerk of the Appellate Courts, you must also file proof of service (such as a Certificate of Service). See Steps 4 & 5 for more instructions about service and proof of service.

Waa inaad siisaa soojeedinta oo qoran eedayanayaasha. Markaad ugudbiso soojeedintaada Karaaniga Maxkamadaha Racfaanka, waa inaad sidoo kale gudbisaa cadaynta adeegga (sida Shahaadada Adeegga). Kafiiri Talaabooyinka 4 iyo 5 tilmaamo dheeri ah oo laxariira adeegga iyo cadaynta adeegga.

If you are requesting a deadline extension, your motion should be served and filed before the deadline you wish to extend. **Reminder: the Court of Appeals cannot extend the deadline to serve and file the *Notice of Appeal*.**

Haddii aad codsanayso in lagu kordhiyo mudada kama danbaysta ah, waa inaad soojeedintaada soo gudbisaa aadna bixisaa kahor intaan lagaarin mudada aad doonayso in kordhin lagu sameeyo. **Xasuuso: Maxkamada Racfaanadu makordhin karto muddada kama danbaysta ah si aad ubixiso aadna ugudbiso *Ogaysiiska Racfaanka*.**

What Happens Next?/Maxaa dhacaaya Intaas Kadib?

Court of Appeals Receives the Evidentiary Record and Briefs **Maxkamada Racfaanada ayaa Helaysa Diiwaanada iyo Dacwadaha Kooban ee Cadaynta wata**

The district court sends the record from your case to the Court of Appeals, including any transcript you requested.

Maxkamada degmadu waxay diiwaanka udiraysaa Maxkamada Racfaanada, ayna kujiraan qoraal (qoraalo) kasta ood codsatay.

The respondent(s) also have the opportunity to submit a brief to the Court of Appeals. If a respondent's brief raises a new topic that your brief did not address, you may (but do not have to) file a reply brief. A reply brief is not required and is not commonly filed in eviction appeals. If you choose to file a reply brief, your deadline for filing and serving the reply brief is as follows:

Eedayanuhu (eedaysanayaashu) wuxuu sidoo kale fursad uhelayaa inuu gudbiyo dacwad koobna oo uu udiraayo Maxkamada Racfaanada. Haddii dacwada kooban ee eedayanuhu abuurto mawduuc cusub oo aan kujirin dacwadii aad soo gudbisay, waxaad gudbin kartaa (laakiin qasab kuguma ahan) jawaab. Jawaab kooban maaha qasab lagumana soo gudbiyo inta badan racfaanada xukunka. Haddii aad doorato inaad gudbiso jawaab kooban, xiligaaga kama danbaysta ah ee gudbinta iyo bixinta jawaabta kooban waa sidaan soosocota:

- If the respondent's brief was served on you in person or electronically via E-MACS, the deadline for your reply brief is 14 days after the date the respondent's brief was served on you.

Haddii dacwada kooban ee eedayanaha laguusoo gaarsiiyay si toos ah ama oonleen laguusoo mariyay aalada E-MACS, mudada ay tahay inaad kajawaabto waa 14 maalin kadib taariikhda dacwada kooban ee eedayanuhu kusoo gaarto.

- If the respondent's brief was served on you by mail, the deadline for your reply brief is 14 calendar days + 3 business days from the date the respondent's brief was mailed to you (not when you received it).

Haddii dacwada kooban ee eedayanaha laguusoo mariyay boostada, mudada ay tahay inaad kajawaabto waa 14 kalandarka maalmood +3 ganacsi maalmood laga bilaabo taariikhda dacwada kooban ee eedayanaha laguusoo diro boostada (mana ahan marka ad hesho).

Oral Argument or Non-Oral Consideration

Dooda Hadalka ah ama Kabaaraan Dagida Hadalka aan ahayn

After the parties have filed their briefs, your appeal will be submitted to a panel of three Court of Appeals judges for either oral argument or non-oral consideration. If you are not represented by an attorney, the Court of Appeals will not hold an oral argument. [Minn. R. Civ. App. P. 134.01.](#)

Kadib marka dhinacyado soo gudbiyaan dacwadahooda kooban, racfaankaaga waxaa loo gudbinayaa gudi kabaaraan dagi doona oo kakooban sadex xaakimyada Maxkamada Racfaanada ah si ay usameeyaan dib u eegis hadal ah ama qoraal ah. Haddii uusan kumatalin qareen, Maxkamada Racfaanadu ma qaban doonto dood hadal ah. [Minn. R. Civ. App. P. 134.01.](#)

You will receive a *Notice* of the date of oral argument or non-oral consideration by the panel. This notice will also include the names of the judges assigned to decide your case.

Waxaad helayso *Ogaysiis* ku aadan taariikhda dooda hadalka ah ama Kabaaraan Dagida Hadalka aan ahayn ay qabanayaan gudigu. Ogaysiiskan waxa sidoo kale kujiri doona magacyada xaakimyada looqorsheeyay inay kiiskaaga go'aan kagaaraan.

Opinion is Issued/Fikirka ayaa lasoosaarayaa

The Court of Appeals will issue a written decision, called an “opinion,” within 90 days after the oral argument or non-oral conference date. **All appellate court opinions are public and will be available on the Judicial Branch website.**

Maxkamada Racfaanadu waxay soosaaraysaa go'aan qoraal ah, oo looyaqanao “fikirka”, 90 maalmood gudahood kadib marka laqabtay dooda hadalka ah ama shirka Hadalka aan ahayn. **Dhamaan xukunada maxkamada ee racfaan qaatuhu waa kuwo bulshada ufuran waxaana laga heli doonaa websetka Waaxda Garsoorka.**

If you wish to appeal the Court of Appeals decision, you have 30 days after the opinion is issued to file a *petition for further review (PFR)* by the Minnesota Supreme Court. See [Minn. R. Civ. App. P. 117](#). After an appeal has been decided, the party who prevailed may be able to ask the court to order the party that lost the appeal to pay the winning party’s costs related to the appeal. See [Minn. R. Civ. App. P. 139.01-139.03](#).

Haddii aad doonayso inaad racfaan kaqaadato go'aanka Maxkamada Racfaanka, waxaad haysataa 30 maalmood kadib marka xukunku dhaco si aad ugudbiso *racfaan aad kudalbanayso dib u eegis kale (PFR)* ayna soosaartay Maxkamada Sare ee Minnesota. Kafiiri [Minn. R. Civ. App. P. 117](#). Marka racfaanka go'aan laga gaaro, kooxda guushu raacday waxay awoodi karaan inay kadalbadaan kooxda laga guulaystay inay dhiibaan qarashaadka kabaxay kooxda racfaanka kuguulaysatay. Kafiiri [Minn. R. Civ. App. P. 139.01-139.03](#).

How to Stop (“Stay”) Eviction during your Appeal

Sida loo Joojiyo (“Hakad loogasho”) Xukun inta Racfaankaagu socdo

Filing an appeal does not automatically stop or delay (“stay”) enforcement of the eviction judgment. This means you can be removed from the property even if you are in the middle of appealing your eviction. If you want to remain in or at the property while the eviction appeal is being decided, you will need to file a *motion to stay enforcement of the eviction judgment* in the district court.

Inaad racfaan gudbiso si ootomaatig ah uma joojinayso ama uma dib dhigayso (“hakin”) fulinta amarka xukunka. Tani waxay kadhigan tahay in lagaa saari karo guriga xataa haddii aad dhexda uga jirto racfaanka aad kaqaadatay xukunka. Haddii aad rabto inaad kusii jirto ama sii joogto guriga inta racfaanka xukunka lago'aaminaayo, waxaad ubaahanaysaa inaad gudbiso *soojeedin si aad hakad ugaliso fulinta amarka xukunka* waxaadna ugudbinaysaa maxkamada degmada.

For help with a *motion to stay enforcement of the eviction judgment*, contact court administration in the district court where your eviction case took place, or contact the Minnesota Courts’ Statewide Self-Help Center at (651) 259-3888.

Si lagaaga caawiyo *soojeedinta hakinta fulinta xukunka*, laxariir maamulka maxkamada degmada ee maxkamada degmada qaaday xukunka kiiska, ama laxariir Xarunta Caawimaada Maxkamada Minnesota ee Gobalka dhan oo nambarkeedu yahay (651) 259-3888.

THIS FORM MUST BE COMPLETED IN ENGLISH
FOOMKAAN WAA IN LAGU BUUXIYAA INGIRIIS

**FORM 103A. NOTICE OF APPEAL
(COURT OF APPEALS)
FOOMKA 103A. OGAYSIISKA RACFAANKA
(MAXKAMADA RACFAANKA)**

STATE OF MINNESOTA
COUNTY OF _____
GOBALKA MINNESOTA
DEGMADA

DISTRICT COURT
_____ JUDICIAL DISTRICT
MAXKAMADA DEGMADA
DEGMADA GARSOORKA

CASE TITLE/CIWAANKA DACWADA:

_____,
Plaintiff/Dacwad oogaha

vs./iyo

Defendant/Eedaysane

**NOTICE OF APPEAL
TO COURT OF APPEALS
OGAYSIISKA RACFAANKA EE
MAXKAMADA RACFAANKA**

**DISTRICT COURT CASE NUMBER:
NAMBARKA KIISKA MAXKAMADA
DEGMADA:**

**DATE JUDGMENT ENTERED:
TAARIKHDA XUKUNKU DHACAY:**

TO/KUSOCOTA: Clerk of the Appellate Courts
305 Minnesota Judicial Center
25 Rev. Dr. Martin Luther King Jr. Blvd.
Saint Paul, MN 55155

Please take notice that the above-named/Fadlan ogsoonow in
 plaintiff/dacwad oogaha defendant/eedaysanaha
appeals to the Court of Appeals of the State of Minnesota from an entry of judgment in an
eviction action, dated as shown as above./kor magaciisu kuyaalo uu racfaan ugudbinaayo
Maxkamada Racfaanada ee Gobalka Minnesota uuna racfaan kaqaadanaayo amar xukun, oo
dhacay taariikhda kor kuqoran.

Name of party appealing: _____

Magaca qolada racfaanka qaadanaysa:

Attorney name (if represented): _____

Magaca qareenka (hadii lamatalo):

Address/Ciwaanka: _____

Email address/Ciwaanka iimeelka: _____

Telephone/Taleefanka: _____

Attorney Registration License Number (if applicable): _____

Nambarka shatiga Diiwaangalinta Qareenka(haduu jiro):

Signature/Saxiixa: _____ Dated/Kutaariikhaysan: _____

(appellant, or attorney, if represented/racfaan qaate, ama qareen, haddii wakiil laga yahay)

(The district court caption is used on the notice of appeal. Subsequent documents shall bear the appropriate appellate court caption. [RCAP 103.01, subd. 1](#) specifies the contents of the notice of appeal and filings required to perfect an appeal, including filing fees. [RCAP 103.03](#) sets forth judgments and orders which are appealable to the Court of Appeals. [RCAP 104.01](#) specifies time limits for filing and service of the notice of appeal. [RCAP 108.01](#) provides for a supersedeas bond. This document must be accompanied by a completed statement of the case. [RCAP 133.03](#).)

(Astaanta maxkamada degmada ayaa loo adeegsadaa ogaysiiska racfaanka. Dukumiintiyada isku xiga ayaa loo waafaqsanaanaaya qabyo qoraalka maxkamada racfaanka. [RCAP 103.01, subd. 1](#) ayaa qeexaysa mawduucyada ogaysiiska racfaanka iyo buuxinta loobaahan yahay si racfaan habaysan loo dhiibo, ayna kujiraan qarashaadka buuxinta. [RCAP 103.03](#) ayaa qeexaaya xukunada iyo awaamiirta racfaanka looga qaadan karo Maxkamada Racfaanka. [RCAP 104.01](#) ayaa sheegaaya waqtiga ucayiman gudbinta iyo bixinta ogaysiiska Racfaanka. [RCAP 108.01](#) wuxuu sheegayaa noocyada la iskugu dhajinaayo waraaqaha. Dukumiintigu waa inuu lasocdaa bayaanka kiiska oo dhamaystiran. [RCAP 133.03](#).)

STATE OF MINNESOTA
IN THE COURT OF APPEALS
MAXKAMADA RACFAANADA EE GOBALKA
MINNESOTA

CASE TITLE/CIWAANKA DACWADA:

(The lines below should match the names in the case title on your district court paperwork.)

(Laymanka hoose waa inay waafaqaan magacyada kujira ciwaanka kiiska ee dukumiintigaaga maxkamada degmada yaala.)

_____ ,

COURT OF APPEALS CASE #
NAMBARKA KIISKA MAXKAMADA
RACFAANADA _____

vs./iyo

STATEMENT OF THE CASE
OF APPELLANT
BAYAANKA RACFAAN
QAADASHADA DACWADA

This form is provided for the benefit of self-represented litigants, and conforms to the Statement of the Case form required by Rule 133.03 of the Minnesota Rules of Civil Appellate Procedure and to Form 133, found at the end of the Minnesota Rules of Civil Appellate Procedure. Some questions on this form may require you to complete some basic legal research about your appeal before you can complete them. Instructions for completing this form are available at <https://mncourts.gov/Clerk-of-Appellate-Courts.aspx#tab04Forms>.

Foomkaan waxaa loo bixiyay faa'iidada dacwoodaha qofka naftiisa u looyarka ah, iyada oo waafaqsan Bayaanka foomka Dacwada ee ladoonaayo sida kucad Xeerka 133.03, ee Sharciga Minnesota ee Hanaanka Racfaanka Madaniga iyo foomka 133, oo laga helo dhamaadka Sharciga Minnesota ee Hanaanka Racfaanka Madaniga. Su'aalaha qaar oo kujira foomkaan kujira waxay kaaga baahan karaan inaad buuxiso qaarna inaad kabaadho sharciga ku saabsan racfaankaaga ka hor inta aadan buuxin. Tilmaamaha buuxinta foomkaan waxaa laga heli karaa <https://mncourts.gov/Clerk-of-Appellate-Courts.aspx#tab04Forms>.

1. **Court of case origination/Maxkamada kiisku kasoo biloowday:**

_____ County District Court/Maxkamada Degmada Gobalka
(county name/magaca degmada)

Name of presiding judge/Magaca xaakimka xukunka qaadaaya: _____

2. **Jurisdictional Statement:** Appeal from district court.

Bayaanka Xukunka Sharciga: Racfaanka maxkamada degmada.

a. Statute, rule, or other authority authorizing appeal: [Minn. R. Civ. App. P. 103.03\(a\)](#); [Minn. Stat. § 504B.371, subd. 2.](#)

Qaynuunka, sharciga, ama racfaanka ansixinta kale: [Minn. R. Civ. App. P. 103.03\(a\)](#); [Minn. Stat. § 504B.371, subd. 2.](#)

- b. Date of entry of judgment, or date of service of notice of filing of order from which appeal is taken: _____
Taariikhda lasoo saaray xukunka, ama taariikhda adeegga ogaysiiska buuxinta amarka kasoo baxa racfaanka waxaa laqaaday:
- c. Authority fixing time limit for filing notice of appeal (specify applicable rule or statute): [Minn. Stat. § 504B.371, subd. 2.](#)
Xadiga udagsan waqtiga ansixinta xalinta ee buuxinta ogaysiiska racfaanka (sheeg xeerka ama qaanuunka quseeya): [Minn. Stat. § 504B.371, subd. 2.](#)
- d. Date of filing any motion that tolls appeal time: _____
Taariikhda buuxinta soojeedin kasta taasoo lagu kordhinaayo waqtiga racfaanka:
- e. Date of filing of order deciding tolling motion: _____
Taariikhda gudbinta amarka go'aaminta ee kordhinaaya soojeedinta:
- f. Date of service of notice of filing of order deciding tolling motion: _____
Taariikhda gudbinta adeegga ogaysiiska ee gudbinta go'aaminta amarka ee saamaynaaya soojeedinta:

3. State type of litigation and designate any statutes at issue:

Sheeg nooca yaraynta danbiyada qawaaniin kasta oo arinta laxariira:

- a. Type of litigation: Eviction/Nooca yaraynta: Xukun
- b. Statute(s) at issue/Qaanuunka (qawaaniinta) xaalada: _____

4. Short description of issues that were raised in the district court, and how the district court judge decided those issues:

Qeexitaanka kooban ee xaaladaha laga sheegay maxkamada degmada, iyo sida xaakimka degmadu uu go'aanka uga gaaray arimahaas:

5. Short description of the issues you are raising in this appeal (Summarize why you are appealing in a sentence or two. You can make a detailed argument in the brief that you will be filing later):

Sharaxaada kooban ee arimaha aad kusheegtay racfaankaaga (Soo koob sababta aad racfaan udirayso adoo kusoo koobaaya hal ama labo jumladood. Waxaad qori kartaa doodaada oo faahfahsan si kooban adoo sheegaaya inaad hadhoow dacwada soo gudbinayso):

6. Related appeals/Racfaanada la xiriiro:

- a. List any prior or pending appeals arising from the same district court case as this appeal (write appeal numbers, or write “none”):

Qor racfaano walboo hore ama la sugayo ee ka imaanayo isla dacwada maxkamada degmada ee racfaankaan (qor lambarada racfaanka, ama qor “none”):

- b. List any pending appeals arising from different district court cases that raise similar issues to this appeal (write appeal numbers, or write “none known”):

Qor racfaano walboo dhiman ee ka imaanayo dacwadaha maxkamada degmada kala duwan ee sheegta isla arimaha racfaankaan (qor lambarada racfaanka, ama qor “none known”):

7. Contents of record/Tusmooyinka diiwaanka:

- a. Is a transcript necessary to review the issues on appeal? Yes/Haa No/Maya
Qoraalka ma u muhiim ayaa eegida arimaha racfaanka?

- b. If yes, is it a full transcript of the hearing(s) before the district court judge or housing court referee, or a partial transcript?

Haddii ay haa tahay, ma qoraal buuxaa oo dhageysiga ahbaa (dhageysiyada) garsooraha maxkamada degmada hortiisa ama xaaakinka maxkamada, ama qoraal qeyb ahaan ah?

Full transcript/Qoraal buuxo Partial transcript/Qoraal qeyb ahaan

- c. Has the transcript already been delivered to the parties and filed with the district court administrator?

Miyaa horay loo gaarsiiyay qoraalka dhinacyada oo lagu xareeyay maamulka maxkamada degmada?

Yes/Haa No/Maya

- d. If not, has it been ordered from the court reporter?

Haddii ay mayay tahay, miyaa laga amray wargeliyaha maxkamada?

Yes/Haa No/Maya

- e. If a transcript is unavailable, is a statement of the proceedings under [Rule 110.03](#) necessary?

Haddii aan qoraalka lahehi karin, waa bayaanka dacwadaha oo kucad [Xeerka 110.03](#) muhiim miyaa?

Yes/Haa No/Maya

- f. In lieu of the record as defined in [Rule 110.01](#), have the parties agreed to prepare a statement of the record pursuant to [Rule 110.04](#)?

Badalka diiwaanka sida kucad [Xeerka 110.01](#), dhinacyada ma kuheshiiyeen inay diyaarshaan bayaanka diiwaanka oo waafaqsan [Xeerka 110.04](#)?

Yes/Haa No/Maya

8. **Oral argument** (Only attorneys can make oral argument. If you do not have an attorney, neither you nor respondents will have oral argument):

Dooda afka ah (Kaliya qareenada ayaa samayn kara dooda afka ah. Haddii aadan laheyn qareen, adiga ama eedeysanaha midkiina dood afka ah la idinka dhagaysan):

- a. If you have an attorney, is oral argument requested?

Haddii aad qareen leedahay, ma dood afka ah ayaad codsatay?

- Yes/Haa No/Maya
 I do not have an attorney
Ma lihi qareen

- b. If yes, where is oral argument requested:

Haddii ay haa tahay, halkee laga codsaday dood afka ah:

- Minnesota Judicial Center in St. Paul/Xarunta Garsoorka Minnesota ee St. Paul
 Other/Wax kale: _____

9. **Type of brief to be filed (choose one):**

Nooca dacwada kooban ee lagudbinaayo (mid kadooro):

- Formal brief under [Rule 128.02](#)

Dacwad kooban oo rasmi ah sida kucad [xeerka 128.02](#)

*(A formal brief includes a table of contents, a statement of the legal issues, a statement of the case and the facts, an argument, a conclusion, and an addendum. *)*

*(Warbixinta kooban ee rasmiga ah waxaa ku jiro tusmooyinka jadwalka, bayaanka arimaha sharciga, bayaanka dacwada iyo xaqiiqaha, dooda, gabagabada, iyo dheeraad. *)*

- Informal brief under [Rule 128.01, subd. 1.](#)

Warbixin kooban oo aan rasmi ahayn oo waafaqsan [Xeerka 128.01, subd. 1.](#)

*(Before filing an informal brief, you must file a motion requesting permission to do so. An informal brief contains a concise statement of your argument and an addendum. *)*

*(Kahor intaan kiis kooban oo rasmi ah aadan gudbin, waa inaad gudbisaa soojeedin aad kucodsanayso in lagu fasaxo buuxinta kiiska. Warbixinta kooban ee aan rasmiga aheyn waxay wadataa bayaan qeexan oo dooda iyo qoraalka dheeraad ah. *)*

- Trial memoranda, supplemented by a short letter argument under [Rule 128.01, subd. 2,](#) and an addendum.

Dacwada Kooban, oo ay lasocoto waraaq gaaban oo dooda qeexaysa sida kucad xeerka [Xeerka 128.01, subd. 2,](#) iyo sharaxaad dheeri ah.

*(If you filed a written Memorandum of Law in the district court, you may file that Memorandum as your brief in this court, along with a short argument in letter format that addresses the decision of the district court judge. This must include an addendum. *)*
*(Haddii aad xareysay Qoraalka Sharciga maxkamada degmada, waxaad u xareyn kartaa Qoraalkaas isaga oo kooban ee maxkamadaan yaala, oo ay ku jiraan dood gaaban oo warqad ah sheegaysa go'aanka garsoorka maxkamada degmada aa xaakimka dacwada taageerada caruurta. Dacwada kooban ee racfaan qaatuhu **waa inay** wadataa sharaxaad dheeri ah. *)*

** No matter what type of brief an appellant files, the appellant's brief **must** include an addendum. Respondents **may**, but do not have to, include an addendum with their brief. The requirements for an addendum are listed in [Minn. R. Civ. App. P. 130.02](#). In addition to the documents that rule 130.02 **requires** be included in an addendum, an addendum may contain up to 50 additional pages of documents from the record or statutes, rules, cases or other authorities that would be helpful to the court when reading your brief. **An addendum cannot include new evidence that was not presented to the district court judge.***

** Ayadoon laga eegayn nooca dacwada kooban ee racfaan qaatuhu gudbiyo, dacwada kooban ee racfaan qaatuhu **waa inay** wadataa sharaxaad dheeri ah. Eedaysanayaashu **waxay**, laakiin qasab kuma ahan, kudari karaan sharaxaad dheeri ah faahfaahinta kooban ee dacwadooda. Sharuudaha qoraalkaaga waxay ku qoran yihiin [Minn. R. Civ. App. P. 130.02](#). Waxaa siidheer dukumiintiyada uu doonaayo xukunka 130.02 **in** lagu daro sharaxaad dheeri ah, sharaxaada dheeriga ahi wuxuu sidoo kale wadan karaa illaa 50 bogg oo dheeraad ah oo waraaqaha diiwaanka ama qaynuunada, sharciyada, dacwadaha ama maamulada kale oo gacan siinaya maxkamada markii aad aqrineysid warbixinta kooban. **Qoraalka dheeriga ah laguma dari karo cadayn cusub oo aan loo gudbin xaakimka maxkamada degmada.***

10. Names, addresses, and telephone numbers of appellant and respondent (or attorneys, if any):

Magacyada, ciwaanada, iyo nambarada taleefanada racfaan qaataha iyo eedaysanaha (ama qareenada, haday jiraan):

Appellant or appellant's attorney/Racfaan qaadataha ama qareenka racfaan qaadataha:

Print name/Magaca daabacan: _____

Address/Ciwaanka: _____

Email address/Ciwaanka iimeelka: _____

Telephone/Taleefanka: _____

Signature/Saxiixa: _____

Respondent or respondent's attorney/Eedeysanaha ama qareenka eedeysanaha:

Print name/Magaca daabacan: _____

Address/Ciwaanka: _____

Email address/Ciwaanka iimeelka: _____

Telephone/Taleefanka: _____

THIS FORM MUST BE COMPLETED IN ENGLISH
FOOMKAAN WAA IN LAGU BUUXIYAA INGIRIIS

STATE OF MINNESOTA
IN THE COURT OF APPEALS
MAXKAMADA RACFAANADA EE GOBALKA
MINNESOTA

CASE TITLE/CIWAANKA DACWADA:

_____ ,

vs./iyo

COURT OF APPEALS CASE #
NAMBARKA KIISKA MAXKAMADA
RACFAANADA _____

APPELLANT'S CERTIFICATE OF
SERVICE BY MAIL OF NOTICE OF
APPEAL, STATEMENT OF THE CASE,
AND JUDGMENT
SHAHAADADA ADEEGGA EE
RACFAAN QAATAHA EE BOOSTADA
LAGU DIRO OGAYSIISKA
RACFAANKA, BAYAANKA KIISKA
IYO XAAKIMKA

STATE OF MINNESOTA
COUNTY OF _____
GOBALKA MINNESOTA
DEGMADA

I/Anigga oo ah, _____ (Name/Magaca), certify that on/waxaan
xaqiijinayaa in markay ahayd _____ (Date/Taariikhda), I served the
attached **Notice of Appeal, Statement of the Case, and Judgment** on the following parties by
mailing to each of them a copy thereof, enclosed in an envelope, postage pre-paid, and by
depositing the same in the United States Mail, directed to each party as follows (**List the name
and address of each party to whom the documents were mailed**):/aan soo gudbiyay **Ogaysiiska
Racfaanka, Bayaanka Kiiska, iyo Xukunka** ee lifaaqa kujira aana udiray dhinacyada soosocda
uguna diray boostada qofkasta koobi, kaasoo kujira boqshad xiran, oo aan kdiray boosto aan
qarashkeeda horay udhibay, aana isla dukumiintiyadaas kudiray Boostada Maraykanka, anoo ugu
diray dhinac kasta sidaan sosocota (**Qor magaca iyo ciwaanka qolo kasta ood boostada udhigta
dukumiintiga**):

1. _____

2. _____

3. _____

I declare under penalty of perjury that everything I have stated in this document is true and correct.

Waxaan shaacinayaa anoo og inay jirto ciqaab kadhalaan karta beenta in wax kasta oon kusheegay dukumiintigaan ay yihiin kuwo run ah oo saxan.

(Signature/Saxiixa)

(County where certificate was signed/
Degmada lagu saxiixay shahaadada)

(Date of signature/Taariikhda saxiixa)

(State where certificate was signed/
Gobalka lagu saxiixay shahaadada)

THIS FORM MUST BE COMPLETED IN ENGLISH
FOOMKAAN WAA IN LAGU BUUXIYAA INGIIRIS

STATE OF MINNESOTA
IN THE COURT OF APPEALS
MAXKAMADA RACFAANADA EE GOBALKA
MINNESOTA

CASE TITLE/CIWAANKA DACWADA:

_____,
Appellant/Racfaan qaate

vs./iyo

Respondent/Eedaysane

COURT OF APPEALS CASE #
NAMBARKA KIISKA MAXKAMADA
RACFAANADA _____

**APPELLANT'S CERTIFICATE OF
SERVICE BY PERSONAL DELIVERY
OF NOTICE OF APPEAL,
STATEMENT OF THE CASE, AND
JUDGMENT
SHAHAADADA ADEEGGA EE
RACFAAN QAATAHA EE SI TOOS AH
LAGU DIRO OGAYSIISKA
RACFAANKA, BAYAANKA KIISKA
IYO XAAKIMKA**

STATE OF MINNESOTA
COUNTY OF _____
GOBALKA MINNESOTA
DEGMADA

I/Anigga oo ah, _____ (Name/Magaca), certify that on/waxaan xaqiijinayaa in markay ahayd _____ (Date/Taariikhda), I served the attached **Notice of Appeal, Statement of the Case, and Judgment** in the above entitled case, by personally handing to and leaving with the following person(s) (**List the name of each person who received documents and their address**):/inaan gudbiyay **Ogaysiiska Racfaanka, Bayaanka Kiiska, iyo xukunka** lifaaqa kujira ee kiiska magaciisu kor kuyaalo, si toos ahna aan kugeeyay aana ureebay shaqsiyaadka soosocda (**Liiska magaca qofkasta oo hela dukumiintigaan iyo ciwaanadooda**):

1. _____

2. _____

3. _____

I declare under penalty of perjury that everything I have stated in this document is true and correct.

Waxaan shaacinayaa anoo og inay jirto ciqaab kadhalan karta beenta in wax kasta oon kusheegay dukumiintigaan ay yihiin kuwo run ah oo saxan.

(Signature/Saxiixa)

(County where certificate was signed/
Degmada lagu saxiixay shahaadada)

(Date of signature/Taariikhda saxiixa)

(State where certificate was signed/
Gobalka lagu saxiixay shahaadada)

THIS FORM MUST BE COMPLETED IN ENGLISH
FOOMKAAN WAA IN LAGU BUUXIYAA INGIRIIS

STATE OF MINNESOTA
IN THE COURT OF APPEALS
MAXKAMADA RACFAANADA EE GOBALKA
MINNESOTA

CASE TITLE/CIWAANKA DACWADA:

_____ ,

vs./iyo

COURT OF APPEALS CASE #
NAMBARKA KIISKA MAXKAMADA
RACFAANADA _____

APPELLANT'S CERTIFICATE OF
FILING OF NOTICE OF
APPEAL IN THE DISTRICT COURT
SHAHAADADA RACFAAN QAATAHA
EE GUSBINTA OGAYSIISKA
RACFAANKA LOO GUDBIYAY
MAXKAMADA DEGMADA

STATE OF MINNESOTA
COUNTY OF _____
GOBALKA MINNESOTA
DEGMADA

I/Anigga oo ah, _____ (Name/Magaca), certify that on/waxaan
xaqiijinayaa in markay ahayd _____ (Date/Taariikhda), I filed the attached
Notice of Appeal in the/aan ugudbiyay **Ogaysiiska Racfaanka** lifaaqa kujira
_____ (County name/Magaca Degmada) District Court by (choose
one):/Maxkamada Degmada (dmid kadooro):

mailing a copy of the **Notice of Appeal**, enclosed in an envelope, postage pre-paid, and by
depositing the same in the United States Mail, directed to the district court at the following
address:

anoo boostada kudiray koobiga **Ogaysiiska Racfaanka**, asagoo kujira galka waraaqaha,
boostada lacagteedana horay udhiibay, aana soo galiyay Boostada Maraykanka, anoo toos ugu
diray maxkamada degmada kuna diray ciwaanka soosocda:

- delivering a copy of the **Notice of Appeal** in person to district court administration.
anoo koobiga **Ogaysiiska Racfaanka** si toos ah ugu geeyay maamulka maxkamada degmada.

- electronically filing the **Notice of Appeal** using the district court e-filing system.
si elegtarooniga ah kugudbiyay **Ogaysiiska Racfaanka** anoo adeegsanaaya hanaanka dacwad gudbinta oonleenka ah ee degmada.

I declare under penalty of perjury that everything I have stated in this document is true and correct.

Waxaan shaacinayaa anoo og inay jirto ciqaab kadhalaan karta beenta in wax kasta oon kusheegay dukumiintigaan ay yihiin kuwo run ah oo saxan.

(Signature/Saxiixa)

(County where certificate was signed/
Degmada lagu saxiixay shahaadada)

(Date of signature/Taariikhda saxiixa)

(State where certificate was signed/
Gobalka lagu saxiixay shahaadada)

THIS FORM MUST BE COMPLETED IN ENGLISH
FOOMKAAN WAA IN LAGU BUUXIYAA INGIRIIS

STATE OF MINNESOTA
IN THE COURT OF APPEALS
MAXKAMADA RACFAANADA EE GOBALKA
MINNESOTA

CASE TITLE/CIWAANKA DACWADA:

_____ ,

COURT OF APPEALS CASE #
NAMBARKA KIISKA MAXKAMADA
RACFAANADA _____

vs./iyo

APPELLANT’S CERTIFICATE OF
SERVICE BY MAIL OF BRIEF
SHAHAADADA ADEEGGA EE
RACFAAN QAATUHU KUDIRAY
BOOSTADA DACWADA KOOBAN

STATE OF MINNESOTA
COUNTY OF _____
GOBALKA MINNESOTA
DEGMADA

I/Anigga oo ah, _____ (Name/Magaca), certify that on/waxaan xaqiijinayaa in markay ahayd _____ (Date/Taariikhda), I served the attached **Brief** on the following parties by mailing to each of them a copy thereof, enclosed in an envelope, postage pre-paid, and by depositing the same in the United States Mail, directed to each party as follows (**List the name and address of each party to whom the brief was mailed**):/aan soo gudbiyay **Dacwada kooban** ee lifaaqa kujirta aana udiray dhinacyada soosocda uguna diray boostada qofkasta koobi, kaasoo kujira boqshad xiran, oo an kdiray boosto aan qarashkeeda horay udhibay, aana isla dukumiintiyadaas kudiray Boostada Maraykanka, anoo ugu diray dhinac kasta sidan sosocota (**Qor magaca iyo ciwaanka qolo kasta ood boostada udhigta dacwada kooban**):

1. _____

2. _____

3. _____

I declare under penalty of perjury that everything I have stated in this document is true and correct.

Waxaan shaacinayaa anoo og inay jirto ciqaab kadhalaan karta beenta in wax kasta oon kusheegay dukumiintigaan ay yihiin kuwo run ah oo saxan.

(Signature/Saxiixa)

(County where certificate was signed/
Degmada lagu saxiixay shahaadada)

(Date of signature/Taariikhda saxiixa)

(State where certificate was signed/
Gobalka lagu saxiixay shahaadada)

THIS FORM MUST BE COMPLETED IN ENGLISH
FOOMKAAN WAA IN LAGU BUUXIYAA INGIRIIS

STATE OF MINNESOTA
IN THE COURT OF APPEALS
MAXKAMADA RACFAANADA EE GOBALKA
MINNESOTA

CASE TITLE/CIWAANKA DACWADA:

_____ ,

vs./iyo

COURT OF APPEALS CASE #
NAMBARKA KIISKA MAXKAMADA
RACFAANADA _____

APPELLANT'S CERTIFICATE OF
SERVICE BY PERSONAL DELIVERY
OF BRIEF
SHAHAADADA ADEEGGA RACFAAN
QAATAHA EE TOOSKA QOFKU
UQAADAY EE DACWADA KOOBAN

STATE OF MINNESOTA
COUNTY OF _____
GOBALKA MINNESOTA
DEGMADA

I/Anigga oo ah, _____ (Name/Magaca), certify that on/waxaan xaqiijinayaa in markay ahayd _____ (Date/Taariikhda), I served the attached **Brief** in the above entitled case, by personally handing to and leaving with the following person(s) (**List the name of each person who received documents and their address**):/inaan gudbiyay **Dacwada kooban** lifaaqa kujirta ee kiiska magaciisu kor kuyaalo, si toos ahna aan kugeeyay aana ureebay shaqsiyaadka soosocda (**Liiska magaca qofkasta oo hela dukumiintigaan iyo ciwaanadooda**):

1. _____

2. _____

3. _____

I declare under penalty of perjury that everything I have stated in this document is true and correct.

Waxaan shaacinayaa anoo og inay jirto ciqaab kadhalaan karta beenta in wax kasta oon kusheegay dukumiintigaan ay yihiin kuwo run ah oo saxan.

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