

**WORD LIMITATIONS, PREPARATION, AND FILING OF DOCUMENTS
SUBMITTED TO THE COURT OF APPEALS AND SUPREME COURT**

(a) Formatting Requirements. All documents covered by these rules, such as briefs, motions, petitions, responses, replies, answers, objections, statements of grounds for direct review and answers thereto, or statements of additional grounds for review, should conform to the following requirements:

(1) All documents filed with the appellate court should be printed or typed with margins of at least 2 inches on the left side and 1-1/2 inches on the right side and on the top and bottom. Documents submitted in electronic format should be submitted in .pdf format and follow the electronic filing instructions published by the court. Documents submitted in hard copy should be printed on 20-pound substance, 8-1/2-by-11-inch, white paper. Documents should not contain tabs, colored sheets of paper, or binding and should not be stapled.

(2) The text of all documents filed with the appellate court should be double spaced, except footnotes and block quotations, which may be single spaced. In a document produced using word processing software, all text, including footnotes and block quotations, should appear in 14 point serif font equivalent to Times New Roman or sans serif font equivalent to Arial. A document produced using a typewriter should appear in 12 point font or larger.

(b) Certificate of Compliance. All documents filed with the appellate court and produced using word processing software should contain a short statement above the signature line certifying the number of words contained in the document, exclusive of words contained in the appendices, the title sheet, the table of contents, the table of authorities, the certificate of compliance, the certificate of service, signature blocks, and pictorial images (e.g., photographs, maps, diagrams, and exhibits). The signor may rely on the word count calculation of the word processing software used to prepare the brief.

(c) Length Limitations. All documents filed with the appellate court should conform to the following length limitations unless the appellate court has granted permission to file an overlength document. The following length limitations are expressed as word limitations for documents produced using word processing software and as page limitations for documents produced by typewriter or written by hand. The word limitations exclude words in the appendices, the title sheet, the table of contents, the table of authorities, the certificate of compliance, the certificate of service, signature blocks, and pictorial images (e.g., photographs, maps, diagrams, and exhibits).

(1) Statements of grounds for direct review and answers to statements of grounds for direct review (RAP 4.2 or RAP 4.3): 4,000 words (word processing software) or 15 pages (typewriter or handwritten).

(2) Briefs of appellants, petitioners, and respondents (RAP 10.4): 12,000 words (word processing software) or 50 pages (typewriter or handwritten).

(3) Reply briefs of appellants (RAP 10.4): 6,000 words (word processing software) or 25 pages (typewriter or handwritten).

(4) In cross appeals, briefs of appellants, briefs of respondents/cross appellants, and reply briefs of appellants/cross respondents (RAP 10.4): 12,000 words (word processing software) or 50 pages (typewriter or handwritten).

(5) In cross-appeals, reply briefs of the cross appellants (RAP 10.4): 6,000 words (word processing software) or 25 pages (typewriter or handwritten).

(6) Amicus briefs and answers to amicus briefs (RAP 10.4): 5,000 words (word processing software) or 20 pages (typewriter or handwritten).

(7) Statements of additional grounds for review (RAP 10.10): 12,000 words (word processing software) or 50 pages (typewriter or handwritten).

(8) Motions to reconsider a decision terminating review and answers and replies thereto (RAP 12.4): 6,000 words (word processing software) or 25 pages (typewriter or handwritten).

(9) Amicus curiae memoranda and answers thereto (RAP 12.4 or RAP 13.4): 2,500 words (word processing software) or 10 pages (typewriter or handwritten).

(10) Petitions for review, answers, and replies (RAP 13.4): 5,000 words (word processing software) or 20 pages (typewriter or handwritten).

(11) Motions for discretionary review and responses thereto (RAP 13.5): 5,000 words (word processing software) or 20 pages (typewriter or handwritten).

(12) Supplemental briefs (RAP 13.7): 5,000 words (word processing software) or 20 pages (typewriter or handwritten).

(13) Personal restraint petitions (RAP 16.7): 12,000 words (word processing software) or 50 pages (typewriter or handwritten).

(14) Briefs of appellants or respondents, and briefs in support of or opposition to a personal restraint petition submitted in capital cases (RAP 16.22): 60,000 words (word processing software) or 250 pages (typewriter or handwritten).

(15) Personal restraint petitions that contain legal argument filed in capital cases (RAP 16.22): 72,000 words (word processing software) or 300 pages (typewriter or handwritten).

(16) Reply briefs, pro se supplemental briefs, and responses to pro se supplemental briefs filed in capital cases (RAP 16.22): 18,000 words (word processing software) or 75 pages (typewriter or handwritten).

(17) Motions and answers (RAP 17.4): 5,000 words (word processing software) or 20 pages (typewriter or handwritten).

(18) Replies to answers to motions (RAP 17.4): 2,500 words (word processing software) or 10 pages (typewriter or handwritten).

(19) Motions on the merits (RAP 18.14): 6,000 words (word processing software) or 25 pages (typewriter or handwritten).

[Adopted effective September 1, 2021.]