

4.2.04 | JOINT APPENDIX CONTENT

JOINT APPENDIX CONTENT see Federal & Local Rules 30 & Local Rule 25	
Required Contents	Brief Type
Required Joint Appendix Contents	The parties should include in the joint appendix all portions of the record necessary to review of the matters presented. Failure to include all necessary portions will result in return of the joint appendix for correction. The following must be included in the joint appendix in chronological order on consecutively numbered pages: • Cover • Table of contents • District court docket report • Complaint as finally amended (civil) or indictment (criminal) • Relevant portions of pleadings, transcript, charge, findings, opinions • Final opinion and order appealed • Notice of appeal
Joint Appendix Table of Contents	A detailed table of contents is required. When transcript is included, each witness must be identified, along with the page on which that witness's testimony begins. Exhibits must be identified by number, description, and page on which they begin. If there is more than 1 volume of joint appendix, either the full table of contents or the portion applicable to the particular volume must be included with each volume of joint appendix.



Criminal Presentence Reports and Statements of Reasons	The presentence report and statement of reasons must be included in a sealed volume of the joint appendix in any appeal raising a sentencing guideline challenge.
Joint Appendices in Appeals under Anders v. California, 386 U.S. 738 (1967)	The court now requires joint appendices in Anders appeals. The joint appendix should include all transcript, pleadings, and orders relating to the criminal appeal, including transcript of pre-trial, trial, guilty plea, and sentencing proceedings (arraignment, bail hearing, voir dire, and opening and closing argument transcript is not required unless relevant to a potential issue). CJA counsel should file a motion to exceed length limitations if the joint appendix exceeds 500 pages.
Joint Appendices in Agency Review Cases	The agency is required to file an administrative record or certified list in agency review cases. The petitioner in agency review cases is required to file a joint appendix. If the administrative record was filed in electronic form, the petitioner may download the administrative record, add a joint appendix cover page, paginate the joint appendix using the Bates page numbering and JA or J.A. formatting required by the Fourth Circuit Appendix Pagination & Brief Citation Guide, and file it as a JOINT APPENDIX. In social security cases, the joint appendix must include necessary materials from both the district court record and the administrative record and must be



	formatted, paginated, filed, and cited as a joint appendix, using a JA or J.A. prefix.
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(4th Circuit Court of Appeals // December 2023)

