

**Committee for Public Counsel Services  
Children and Family Law Division**

44 Bromfield Street, Boston, MA 02108  
(617) 910-5736

APPELLATE ASSIGNMENT INTAKE FORM

Case (Child) Name:   
Trial Court & Judge:  Docket:   
Disposition:

<b>Names and dates of birth of all parties</b>	<b>Relationship ▶ (Mother/Father/ Children/Other)</b>	<b>Trial Attorney (Name/Address/Phone Number)</b>
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<b>Department of Children &amp; Families</b>	<b>Same</b>	

*Note: Please specify if children are represented by separate counsel, or if there is more than one mother or father involved or represented in the case. Use the other side of this form if necessary.*

Please indicate which party (ies) filed a notice of appeal:   
Date of order appealed from:  Date notice of appeal filed:   
Date on which motion for appointment of appellate counsel was allowed:

Are there any outstanding issues regarding a parent-client's indigence right to counsel?

Please identify issue(s) on appeal (to the extent possible):

Please submit this form and all notices of appeal and motions for appointment of appellate counsel (even if filed by other parties) to CAFL Staff Attorney Katrina Rusteika, by:

[Email: krusteika@publiccounsel.net](mailto:krusteika@publiccounsel.net)

Fax: (617) 988-8455; or

Mail: CPCS/CAFL, 44 Bromfield Street, Boston, MA 02108.