

## SUMMARY APPEAL INFORMATION

PLEASE BE ADVISED OF THE FOLLOWING CONDITIONS THAT ARE APPLICABLE WHEN FILING AN APPEAL FROM A SUMMARY CONVICTION:

- I. YOU WILL BE ASSESSED A \$40 NON-REFUNDABLE FILING FEE
- II. IF THE COURT OF COMMON PLEAS FINDS YOU GUILTY OF ANY OFFENSE, YOU WILL BE SUBJECTING YOURSELF TO THE FOLLOWING COSTS, WHICH CAN BE MORE THAN WERE ORIGINAL ASSESSED AT THE DISTRICT JUDGE LEVEL:
  - a. Approximately \$170.00 in court costs (depending on the charge).
  - b. Any fines imposed by the Judge as part of the sentence
  - c. An administrative fee of \$150 will be collected.
- III. If Defendant is appealing a motor vehicle violation the defendant must obtain from the Court a certified statement indicating that they filed a timely appeal and must forward same to the Department of Transportation in order to stay (put on hold) any license suspension resulting from the conviction. **It must be accompanied by a letter requesting a delay until the appeal is heard and mailed to:**

Penn Dot – Correspondence Unit  
PO Box 68618  
Harrisburg, PA 17106
- IV. If Defendant is appealing a conviction of section 75 P.S. 1786 (f) Required Financial Responsibility (insurance), PennDot will not reinstate driving privileges unless they receive a letter from the insurance carrier's home office stating the Defendant had insurance at the time of the citation.
- V. If the Defendant is appealing the conviction of 24 P.S. 13-1333 violation of Compulsory Attendance (Truancy), the Defendant **MUST POST BOND IN DOUBLE THE AMOUNT OF PENALTY AND COSTS IMPOSED BY THE DISTRICT JUDGE** in order to do the appeal. **This bond may be applied to cover the penalty and costs assessed by the Court.**

**\*\*PLEASE NOTE:** If Defendant is a juvenile under the age of 18, a parent or legal guardian must sign the appeal on their behalf.

This information is designed to assist you in making the decision to appeal your summary conviction. If you have any questions, please ask before you sign.

\_\_\_\_\_  
Defendant

\_\_\_\_\_  
Signature of Parent or Legal Guardian