



ERIE COUNTY CLERK OF RECORDS

CLERK OF COURTS, CRIMINAL DIVISION

Aubrea Hagerty-Haynes,
Clerk of Records

SUMMARY APPEAL INFORMATION

- I. There is a \$43.50 filing fee which is **NON-REFUNDABLE**.
- II. If the Court of Common Pleas finds the defendant guilty of ANY offense, the defendant will be subjected to **ADDITIONAL COSTS**, which can be more than the original amount assessed at the Magisterial District Court level. Those additional costs are as follows:
 - 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 appealing **charges (ex: vehicle or truancy) that effect your driving record** (license suspension, license points, etc.), the defendant must mail a certified time-stamped copy of the summary appeal form to the Department of Transportation in order to have a stay (hold) on any license matter resulting from the lower court conviction. **The certified copy must be accompanied by a letter requesting a delay until the appeal is heard and a final disposition is determined.** Please mail the required paperwork to:

PennDot – 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.*

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.

Signature of DEFENDANT

Signature of MINOR/JUVENILE (if applicable)

Signature of Parent/Legal Guardian (if applicable)

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