

Supreme Court of the State of New York
Appellate Division: Second Judicial Department

COMPLETING A PRINTING SPECIFICATIONS STATEMENT

Section 1250.8[j] of the Practice Rules of the Appellate Division, requires that all briefs, except those that are handwritten, have at the end thereof a printing specifications statement attesting that the formatting of the brief complies with the court's rules. The statement may be single spaced and need not be signed, but the signing of the brief shall be deemed the signer's representation of the accuracy of the statement (22 NYCRR 1250.8[j]). The following examples, when properly completed with the requisite information, will satisfy the rule. *Do not attach this document to a brief! The text of the appropriate statement should be included as a part of the brief at its end.*

Typewritten Brief

The foregoing brief was prepared on a typewriter. The size of the type is pica and the pitch of the type is 10 characters per inch.

Computer-generated Brief - Proportionally Spaced Typeface

The foregoing brief was prepared on a computer (on a word processor). A proportionally spaced typeface was used, as follows:

Name of typeface: _____
Point size: _____
Line spacing: _____

The total number of words in the brief, inclusive of point headings and footnotes and exclusive of pages containing the table of contents, table of citations, proof of service, printing specifications statement, or any authorized addendum containing statutes, rules, regulations, etc., is

Computer-generated Brief - Monospaced Typeface

The foregoing brief was prepared on a computer (on a word processor). A monospaced typeface was used, as follows:

Name of typeface: _____
Point size: _____
Line spacing: _____

The total number of words in the brief, inclusive of point headings and footnotes and exclusive of pages containing the table of contents, table of citations, proof of service, printing specifications statement, or any authorized addendum containing statutes, rules, regulations, etc., is

Completed Example - 14-Point Proportionally Spaced Typeface

PRINTING SPECIFICATIONS STATEMENT PURSUANT TO 22 NYCRR § 1250.8[j]

The foregoing brief was prepared on a computer. A proportionally spaced typeface was used, as follows:

Name of typeface: Times New Roman

Point size: 14

Line spacing: Double

The total number of words in the brief, inclusive of point headings and footnotes and exclusive of pages containing the table of contents, table of citations, proof of service, printing specifications statement, or any authorized addendum containing statutes, rules, regulations, etc., is 12,345.

Completed Example - 12-Point Monospaced Typeface

PRINTING SPECIFICATIONS STATEMENT PURSUANT TO 22 NYCRR § 1250.8[j]

The foregoing brief was prepared on a computer. A monospaced typeface was used, as follows:

Name of typeface: Courier

Point size: 12

Line spacing: Double

The total number of words in the brief, inclusive of point headings and footnotes and exclusive of pages containing the table of contents, table of citations, proof of service, printing specifications statement, or any authorized addendum containing statutes, rules, regulations, etc., is 12,345.