

**Sparks Justice Court**  
1675 E. Prater Way, Ste. 107  
Sparks, Nevada 89434-8964  
(775) 353.7600

**HOW TO APPEAL A SUMMARY EVICTION  
FROM JUSTICE COURT TO DISTRICT COURT**

Any party dissatisfied with a Court's decision has the right to appeal it. If a party chooses to appeal a decision stemming from a Summary Eviction, the appeal must be filed within **10 judicial** days after the date of entry of the order. (NRS 40.385).

**WHAT IS INCLUDED IN THIS PACKET?**

1. Notice of Appeal; and
2. Motion to Stay Eviction Pending Appeal Upon Posting of Cost Bond.

You will need to complete the Notice of Appeal, and if you wish to request the Court stay the summary eviction, the Motion to Stay Eviction Pending Appeal Upon Posting of Cost Bond. Once you have prepared your forms, you will file them with the Sparks Justice Court.<sup>1</sup>

**FEES / BOND**

At the time the appeal is filed with the Justice Court, the appellant is also responsible to pay the fees and costs outlined below. Fees and costs are payable to Sparks Justice Court, unless otherwise noted below.

Notice of Appeal and Preparation & Transmittal of Appeal to District Court .....	\$ 50.00
Appeal Cost Bond .....	250.00
For the District Court filing fee on appeal (payable to Second Judicial District Court) ....	211.00

The \$250 Appeal Cost Bond must be posted at the time the Notice of Appeal is filed. (JCRC 73). **The Appeal Cost Bond must be tendered in cash, cashier's check, or a trust account check or business check of appellant's attorney.**

If a summary eviction case is being appealed by a tenant, the filing of the notice of appeal and motion to stay with the posting of a \$250.00 Appeal Cost Bond shall stay the proceedings. (NRS 40.385(2)). However, a tenant who retains possession of the premises during an appeal shall pay rent to the landlord as it becomes due during the appeal. (NRS 40.385(3)).

**TRANSMITTAL**

The Justice Court must transmit the case to the District Court within seven (7) calendar days of the filing date of the appeal. The Justice Court will mail all parties a copy of the Notice of Transmittal when the matter has been forwarded to the Second Judicial District Court.

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<sup>1</sup> Civil clerks cannot provide any assistance in the preparation of pleadings. It is the obligation of the appellant to mail copies of all pleadings to any other parties of their case. Failure to do so could result in a dismissal of your appeal.