



PROCEDURES FOR FILING APPEALS

In order to properly appeal an order issued by the DAH to the Wayne County Circuit Court, you must file the proper documentation and pay the applicable filing and other fees. If you are not certain as to the proper filing and appellate procedures, it may be to your advantage to **consult an attorney** for assistance. **The Department of Appeals & Hearings does not provide legal assistance.**

To initiate an Appeal, **within 28 days** of the date of issuance of the Decision and Order, you must do all of the following:

1. **At the DAH**, pay the DAH **Appeal Processing Fee** of \$25 for each ticket; **AND**
2. **At the DAH**, file and pay **Bond on Appeal** equal to amount of judgment for each ticket (form available online at: www.detroitmi.gov/dah, click documents or forms); **AND**
3. **At the DAH**, request copy of **hearing transcript** and pay \$30 deposit toward cost of transcript (written instructions and form available online at: www.detroitmi.gov/dah, click documents or forms); **AND**
4. **Mail to the DAH**, Bond on Appeal, hearing transcript request form and your payments (**Make Appeal Bond and Processing Fee payable to: Treasurer, City of Detroit**) to:

**Department of Appeals and Hearings
Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 1004
Detroit, MI 48226**

5. **At Wayne County Clerk's Office**, file **Claim of Appeal** (form available online at: www.detroitmi.gov/dah, click documents or forms). Claim of Appeal must indicate "Blight Appeal."

E-FILING FEE IS \$175, please use the MiFile True Filing website at <https://mifile.courts.michigan.gov/login>

6. **Serve the Appellee's** (City of Detroit) copies upon:

**Office of Detroit Corporation Counsel
City of Detroit Law Department
2 Woodward Avenue, Suite 500
Detroit, MI 48226
Ph: 313-224-4550
Fax: 313-224-5505**

7. Proceed accordingly pursuant to the rules of the Wayne County Clerk's office, the Michigan Court Rules and statutes that apply.
8. **At the DAH**, serve a copy of the Claim of Appeal "Blight Appeal" with Circuit Court case label attached.