



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 Appeals forms listed below are available online at: www.detroitmi.gov/DAH, under forms and documents. Forms are also available in our office. **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 the amount of judgment for each ticket (form available at DAH); **AND**
3. **At the DAH**, request a copy of the **hearing transcript** and pay \$30 deposit toward cost of the transcript (written instructions and forms available at DAH); **AND**
4. **Online with Wayne County Clerk's Office**, file **Claim of Appeal** (form available at DAH). The Claim of Appeal must indicate "**Blight Appeal**."

E-Filing ONLY, for e-Filing of documents please use the Odyssey File and Serve website at <https://mifile.courts.michigan.gov/login>
FILING FEE IS \$175.00. *Personal checks not accepted.

5. **Serve the Appellee's** (City of Detroit) copies upon:
Office of Detroit Corporation Counsel
City of Detroit Law Department
Coleman A. Young Municipal Center
2 Woodward Ave., 5th Floor, Suite 500
Detroit, MI 48226
6. Proceed accordingly pursuant to the rules of the Wayne County Clerk's office, the Michigan Court Rules and statutes that apply.
7. **At the DAH**, serve a copy of the Claim of Appeal "Blight Appeal" form with the Circuit Court case label attached.