

RECORD CHECKLIST WORKSHEET			
CLERK'S TRANSCRIPT ITEMS	Normal	MTA	Special
The original and all amended informations. (Rule 8.320(b)(1).) ¹	_____		
The transcript of any preliminary examination or grand jury hearing, if related to a defense motion denied in whole or in part. (Rule 8.320(b)(13)(B).)	_____		
Written <i>Marsden</i> (<i>People v. Marsden</i> (1970) 2 Cal.3d 118, 123) and <i>Faretta</i> (<i>Faretta v. California</i> (1975) 422 U.S. 806, 807) motions. (Rule 8.320(b)(13)(A); Rule 8.47(b).)	_____		Special Filing
<i>Pitchess</i> (<i>Pitchess v. Superior Court</i> (1974) 11 Cal.3d 531) records reviewed in camera and subject to review on appeal. (Rules 8.45, 8.46; <i>People v. Rodriguez</i> (2011) 193 Cal.App.4th 360, 366.)		_____	Sealed ²
Written motion to suppress evidence if the defendant is the appellant. (Rule 8.320(b)(13)(A).)	_____		
Search warrants and returns and the reporter's transcript of any preliminary examination or grand jury hearing, if related to a defense motion denied in whole or in part. (Rule 8.320(b)(13)(B).)	_____		
All court minutes, without any gaps in dates. (Rule 8.320(b)(3).)	_____		
Any written defense motions denied in whole, or part with supporting and opposing memoranda and attachments if the defendant is the appellant. (Rule 8.320(b)(13)(A).)		_____	
Jury questionnaires if they were used during selection and there is an issue involving <i>Batson/Wheeler</i> . (<i>Batson v. Kentucky</i> (1986) 476 U.S. 79, 89; <i>People v. Wheeler</i> (1978) 22 Cal.3d 258, 276-277.)		_____	

¹ All references to rules are to the California Rules of Court. Rules of Court, rule 8.340(b) sets forth the procedure for obtaining missing "normal record" items.

² Sealed records may already be separately lodged as a part of the record. Check first the online docket and/or with the Court of Appeal clerk before moving to augment the record.

Transcripts of audio and video statements played for the jury or tendered to the court under Rule 8.304(b). (Rule 8.320(b)(11).)	_____		
Jury instructions requested and given. (Rule 8.320(b)(4).)	_____		
Any written communication between the court and jury or any individual juror. (Rule 8.320(b)(5).)	_____		
Any verdict. (Rule 8.320(b)(6).)	_____		
Any document admitted into evidence to prove a defendant's prior conviction(s) or prior prison term(s) (Pen. Code, § 969b; Rule 8.320(b)(13)(C).)	_____		
Any motion for new trial with supporting and opposing memoranda and attachments. (Rule 8.320(b)(9).)	_____		
All the probation officer's reports. (Rule 8.320(b)(13)(D).)	_____		
The judgment or order appealed from and any abstract of judgment. (Rule 8.320(b)(8).)	_____		
Notice of appeal and any certificate of probable cause. (Rule 8.320(b)(10).)	_____		
Any demurrer or other plea. (Rule 8.320(b)(2).)	_____		
Any written opinion of the court. (Rule 8.320(b)(7).)	_____		
Any application for additional record and any order on the application. (Rule 8.320(b)(12).)	_____		
If the appellant is the defendant, any court-ordered diagnostic or psychological report required under Penal Code section 1203.3(b) or 1369. (Rule 8.320(b)(13)(E).)	_____		
REPORTER'S TRANSCRIPT ITEMS			
The oral proceedings on the entry of any plea other than a not guilty plea. (Rule 8.320(c)(1).)	_____		
In camera proceedings on <i>Pitchess</i> . (See Rules 8.45, 8.46; <i>People v. Mooc</i> (2001) 26 Cal.4th 1216, 1231.)			Sealed

Waiver of jury trial. (Rules 8.155, 8.340(c); <i>People v. Holmes</i> (1960) 54 Cal.2d 442 [the record must show a personal waiver by the defendant].)		_____	
The oral proceedings on any in limine motions. (Rule 8.320(c)(2).)	_____		
The voir dire examination of jurors if objections were overruled as noted in the clerk's minutes or based on information from the trial attorney or client which raise issues under <i>People v. Wheeler</i> (1978) 22 Cal.3d 258, 276-277, and <i>Batson v. Kentucky</i> (1986) 476 U.S. 79, 89. (Rules 8.155, 8.340(c).)		_____	
Opening statements, particularly if there were defense objections overruled, later references to occurrences during that phase, or as a possible basis to argue prejudice. (Rules 8.155, 8.340(c).)		_____	
Oral proceedings at trial, excluding voir dire and opening statements. (Rule 8.320(c)(3).)	_____		
Any oral opinion of the court. (Rule 8.320(c)(6).)	_____		
Proceedings during which jury instructions were discussed. (Rule 8.320(c)(3).)	_____		
Closing arguments if appellant is the defendant. (Rule 8.320(c)(9)(B).)	_____		
All instructions given orally. (Rule 8.320(c)(4).)	_____		
Proceedings during which jury notes and/or questions were discussed. (Rules 8.320(c)(3), (4) & (5).)	_____		
Any oral communication or comment on evidence between the court and jury or individual juror. (Rules 8.320(c)(5) & (9)(C).)	_____		
<i>Marsden</i> and <i>Faretta</i> proceedings. (Rule 8.320(c)(3).) NOTE: There are special procedures regarding accessing sealed <i>Marsden</i> transcripts and for notice if an issue is to be raised. (See Rule 8.47(b).)	_____		Special Filing

<p>If the appellant is the defendant, the oral proceedings on any defense motion denied in whole or in part (e.g., motion to suppress evidence) except motions for disqualification of a judge and motions under Penal Code section 995. (Rule 8.320(c)(9)(A).)</p>	<p>_____</p>		
<p>The oral proceedings on any motion for a new trial. (Rule 8.320(c)(7).)</p>	<p>_____</p>		
<p>The oral proceedings at sentencing, granting or denying of probation, or other dispositional hearing. (Rule 8.320(c)(8).)</p>	<p>_____</p>		