

[Your Name/Law Firm Name]

[Your Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

[Date]

[Clerk of the Court / Judge's Name]

[Name of the Court]

[Court Address]

[City, State, Zip Code]

RE: [Case Name]

Case Number: [Insert Case Number]

Subject: Request for Stay of Judgment Pending Appeal

To the Honorable [Judge's Last Name] / Clerk of the Court,

Please be advised that [Plaintiff/Defendant Name] filed a Notice of Appeal on [Date] regarding the judgment entered by this Court on [Date of Judgment].

Pursuant to [Insert Local Rule or Statute, e.g., Rule 62], the [Plaintiff/Defendant] hereby respectfully requests a stay of enforcement of the judgment pending the resolution of the appeal. This request is made to prevent irreparable harm and to preserve the status quo while the appellate court reviews the merits of the case.

[Optional: Select one of the following clauses]

- The [Plaintiff/Defendant] has posted a supersedeas bond in the amount of \$[Amount] with the Court to secure the judgment.
- The [Plaintiff/Defendant] requests that the Court waive the requirement for a bond based on [Insert Reason, e.g., financial hardship or sufficient assets].

Accompanying this letter is a formal Motion for Stay of Judgment and a [Proposed Order]. We request that the Court grant this stay to ensure the interests of justice are served during the appellate process.

Thank you for your time and consideration regarding this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

Counsel for [Appellant Name]

cc: [Opposing Counsel Name/Self-Represented Party]