

RULES OF SUPREME COURT OF VIRGINIA  
PART FIVE  
THE SUPREME COURT  
APPENDIX OF FORMS

**Form 1. Bond for Costs Alone - Appeal of Right From Circuit Court to Court of Appeals (including further appeal to the Supreme Court).**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and  
\_\_\_\_\_ surety, are held

and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_  
to the payment of which we bind ourselves, our heirs, successors, personal  
representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas judgment was rendered by the Circuit Court of \_\_\_\_\_  
on the \_\_\_\_\_ day of \_\_\_\_\_,  
in the case of \_\_\_\_\_  
\_\_\_\_\_;

And whereas it is the intention of \_\_\_\_\_  
\_\_\_\_\_ to appeal said judgment to the Court of Appeals of Virginia;

Now, therefore, if \_\_\_\_\_  
appellant(s)  
shall pay all damages, costs, and fees which may be awarded against (him) (her) (them)  
(it) in the Court of Appeals and Supreme Court if it takes cognizance of the claim, then  
this obligation shall be void, otherwise to remain in full force and virtue.

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**Form 2. Bond for Costs and Suspension - Appeal From Circuit Court to Appellate Court.**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and  
\_\_\_\_\_ surety, are held  
and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas judgment was rendered by the Circuit Court of \_\_\_\_\_  
on the \_\_\_\_\_ day of \_\_\_\_\_,  
in the case of \_\_\_\_\_  
\_\_\_\_\_;

And whereas it is the intention of \_\_\_\_\_  
to appeal said judgment to the (Supreme Court) (Court of Appeals) of Virginia,  
and suspension of execution of the judgment is sought;

Now, therefore, if \_\_\_\_\_  
appellant(s)  
shall perform and satisfy and said judgment or the part thereof proceedings on which are stayed, in case such judgment or such part be affirmed in whole or in part, or the appeal be dismissed, refused or not timely prosecuted, and shall pay all damages, costs, and fees which may be awarded against (him) (her) (them) (it) in the (Supreme Court) (Court of Appeals and Supreme Court if it takes cognizance of the claim) and all actual damages incurred in consequence of the suspension, then this obligation shall be void, otherwise to remain in full force and virtue.

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**Form 3. Bond for Costs Alone Required by Appellate Court on Appeal From Circuit Court.**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and  
\_\_\_\_\_ surety, are held  
and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas the (Supreme Court of Virginia) (Court of Appeals of Virginia) on the  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, awarded an  
appeal from a judgment rendered against \_\_\_\_\_ by  
appellant(s)

the Circuit Court of \_\_\_\_\_, on the \_\_\_\_\_  
day of \_\_\_\_\_, \_\_\_\_\_, upon \_\_\_\_\_  
\_\_\_\_\_ or some one for (him) (her) (them) (it),  
appellant(s)

filing an appeal bond with sufficient security in the clerk's office of the  
Circuit Court of, \_\_\_\_\_  
in the penalty of \_\_\_\_\_ within

fifteen (15) days of the date of the certificate of appeal, with condition as the law directs;

Now, therefore, if \_\_\_\_\_

appellant(s)

shall pay all damages, costs, and fees which may be awarded against (him) (her) (them) (it) in the (Supreme Court) (Court of Appeals and Supreme Court if it takes cognizance of the claim), then this obligation shall be void, otherwise to remain in full force and virtue.

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**Form 4. Bond for Suspension Alone Required by Appellate Court on Appeal From Circuit Court.**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and  
\_\_\_\_\_ surety, are held  
and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal  
representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas the (Supreme Court of Virginia) (Court of Appeals of Virginia) on the  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, suspended execution of a  
judgment rendered against \_\_\_\_\_ by the Circuit  
appellant(s)

Court of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, upon \_\_\_\_\_  
\_\_\_\_\_ or some one for  
appellant(s)

for (him) (her) (them) (it), filing an appeal bond with sufficient security in  
the clerk's office of the Circuit Court of \_\_\_\_\_, in the penalty  
of \_\_\_\_\_ within fifteen (15) days of the date of the certificate of  
appeal, with condition as the law directs;

Now, therefore, if \_\_\_\_\_  
appellant(s)

shall perform and satisfy said judgment or the part thereof proceedings on which are stayed, in case such judgment or such part be affirmed in whole or in part, and shall pay all actual damages incurred in consequence of the suspension, then this obligation shall be void, otherwise to remain in full force and virtue.

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**Form 5. Bond for Costs and Suspension Required by Appellate Court on Appeal From Circuit Court.**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and

\_\_\_\_\_ surety, are held

and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas the (Supreme Court of Virginia) (Court of Appeals of Virginia) on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, awarded an appeal and (suspension of judgment) (supersedeas) from a judgment rendered against \_\_\_\_\_ by the Circuit appellant(s)

Court of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, upon \_\_\_\_\_ or some one for appellant(s)

(him)(her)(them)(it) filing an appeal bond with sufficient security in the clerk's office of the Circuit Court of \_\_\_\_\_, in the penalty of \_\_\_\_\_ within fifteen (15) days of the date of the certificate of

appeal, with condition as the law directs;

Now, therefore, if \_\_\_\_\_  
appellant(s)

shall perform and satisfy said judgment or the part thereof proceedings on which are stayed, in case such judgment or such part be affirmed in whole or in part, and shall pay all damages, costs, and fees which may be awarded against (him) (her) (them) (it) in the (Supreme Court) (Court of Appeals and Supreme Court if it takes cognizance of the claim) and all actual damages incurred in consequence of the suspension, then this obligation shall be void, otherwise to remain in full force and virtue.



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**Form 6. Additional Bond Required by Appellate Court on Appeal From Circuit Court.**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and  
\_\_\_\_\_ surety, are held

and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal  
representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas the (Supreme Court of Virginia) (Court of Appeals of Virginia) on the  
\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, required additional bond on  
this appeal from a judgment rendered against \_\_\_\_\_ by the  
appellant(s)

Circuit Court of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, such  
additional bond to be filed in the clerk's office of the Circuit Court of  
\_\_\_\_\_ in the penalty of \_\_\_\_\_

\_\_\_\_\_ within fifteen (15) days of the date of  
the order requiring additional bond, with condition as the law directs;

Now, therefore, if \_\_\_\_\_  
appellant(s)

shall perform and satisfy said judgment or the part thereof proceedings on which are stayed, in case such judgment or such part be affirmed in whole or in part, and shall pay all actual damages incurred in consequence of the suspension, then this obligation shall be void, otherwise to remain in full force and virtue.

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**Form 7. Bond for Costs Alone - Appeal of Right From Virginia Workers' Compensation Commission to Court of Appeals (including further appeal to the Supreme Court).**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and

\_\_\_\_\_ surety, are held

and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas an award was entered by the Virginia Workers' Compensation Commission on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, in the case of \_\_\_\_\_;

And whereas it is the intention of \_\_\_\_\_  
\_\_\_\_\_ to appeal said award to the Court of Appeals of Virginia;

Now, therefore, if \_\_\_\_\_  
appellant(s)  
shall pay all damages, costs, and fees which may be awarded against (him) (her) (them) (it) in the Court of Appeals and Supreme Court if it takes cognizance of the claim, then this obligation shall be void, otherwise to remain in full force and virtue.

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**Form 8. Bond for Costs Alone - Required by Supreme Court on Appeal of Right From State Corporation Commission.**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and

\_\_\_\_\_ surety, are held

and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas the Supreme Court of Virginia on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, awarded an appeal from a final order entered in Case No. \_\_\_\_\_ under the style of \_\_\_\_\_ by the State Corporation Commission of Virginia, on the \_\_\_\_\_ day of \_\_\_\_\_, on the condition that

\_\_\_\_\_ appellant(s)

or someone for (him) (her) (them) (it), file an appeal bond with sufficient security in the clerk's office of the State Corporation Commission, in the penalty of \_\_\_\_\_

\_\_\_\_\_ within fifteen (15) days of the  
date of the certificate of appeal, with condition as the law directs;

Now, therefore, if \_\_\_\_\_  
appellant(s)  
shall pay all damages, costs, and fees which may be awarded against (him) (her) (them)  
(it) in the Supreme Court, then this obligation shall be void, otherwise to remain in full  
force and virtue.

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**Form 9. Bond for Costs and Suspension - Required by Supreme Court on Appeal of Right From State Corporation Commission.**

KNOW ALL MEN BY THESE PRESENTS, That we,

\_\_\_\_\_ principal, and

\_\_\_\_\_ surety, are held

and firmly bound unto \_\_\_\_\_  
appellee(s)

in the sum of \_\_\_\_\_

to the payment of which we bind ourselves, our heirs, successors, personal representatives and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such that:

Whereas the Supreme Court of Virginia on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, awarded an appeal and suspension from a final order entered in Case No. \_\_\_\_\_ under the style of \_\_\_\_\_

by the State Corporation Commission of Virginia, on the \_\_\_\_\_ day of \_\_\_\_\_, on the condition that

\_\_\_\_\_ or some one for (him) (her) (them) (it), file an appellant(s)

appeal bond with sufficient security in the clerk's office of the State Corporation

Commission, in the penalty of \_\_\_\_\_

within fifteen (15) days of the date of the certificate of appeal, with condition as the law directs;

Now, therefore, if \_\_\_\_\_  
appellant(s)

shall perform and satisfy said order or the part thereof proceedings on which are stayed, in case such order or such part be affirmed in whole or in part, and shall pay all damages, costs, and fees which may be awarded against (him) (her) (them) (it) in the Supreme Court and all actual damages incurred in consequence of the suspension, then this obligation shall be void, otherwise to remain in full force and virtue.

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**Form 10. Form for Execution and Acknowledgment of All Bonds.**

In witness whereof, the said \_\_\_\_\_  
\_\_\_\_\_, principal, and \_\_\_\_\_  
\_\_\_\_\_ surety, have hereunto set their  
hands and seals, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (SEAL)

State of Virginia  
City/County of \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_  
day of \_\_\_\_\_, \_\_\_\_\_, by \_\_\_\_\_  
\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_



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**Form 11. Irrevocable Letters of Credit.**

(Name and Address of Bank)

\_\_\_\_\_, 20\_\_\_\_

U.S. \$ \_\_\_\_\_

On all communications please refer to (No. of Letter of Credit)

(Name and address of appellee(s))

Dear \_\_\_\_\_:

We hereby establish our Irrevocable Letter of Credit No. \_\_\_\_\_ in your favor, for the account of (name and address of appellant(s)), and hereby undertake to honor your draft at sight on us, not exceeding in the aggregate U.S. \$ \_\_\_\_\_ (amount in words) \_\_\_\_\_. A draft drawn under this letter of credit must be marked "Drawn under \_\_\_\_\_ (Name of Bank) \_\_\_\_\_ Letter of Credit No. \_\_\_\_\_ dated \_\_\_\_\_, 20\_\_\_\_." Funds under this letter of credit will be available to you in a single drawing by presentation of your sight draft drawn on us, accompanied by:

(For Costs Alone)

1. The original of this letter of credit.
2. Your verified statement that \_\_\_\_\_ (has)(have) failed to  
appellant(s)  
pay all damages, costs and fees assessed against (him)(her)(them)(it) in the  
Court of Appeals of Virginia in the case of \_\_\_\_\_
3. A certified copy of an order or itemized statement of costs from the Court  
of Appeals assessing such damages, costs and fees against \_\_\_\_\_  
appellant(s)

(For Suspension Alone)

1. The original of this letter of credit.
2. Your verified statement that \_\_\_\_\_(has)(have) failed to  
appellant(s)  
perform and satisfy the judgment rendered against (him)(her)(them)(it) on  
\_\_\_\_\_ by the Circuit Court of \_\_\_\_\_ in  
the case of \_\_\_\_\_, and (has)(have) failed to pay all  
actual damages incurred in consequence of the suspension of judgment.
3. A copy of the trial court judgment order, attested by its clerk.
4. A copy of an order of the Court of Appeals of Virginia, attested by its  
clerk, affirming said judgment or refusing, dismissing or allowing withdrawal  
of the appeal of said judgment, or certification by the clerk of the Court of  
Appeals that the appeal of said judgment was not prosecuted timely.
5. A copy of an order, if any, of the Court of Appeals or trial court,  
attested by the clerk, assessing actual damages in consequence of the  
suspension of judgment.

(For Costs and Suspension)

1. The original of this letter of credit.
2. Your verified statement that \_\_\_\_\_(has)(have) failed to  
appellant(s)  
perform and satisfy the judgment rendered against (him)(her)(them)(it) on  
\_\_\_\_\_ by the Circuit Court of \_\_\_\_\_ in  
the case of \_\_\_\_\_, and (has)(have) failed to pay all  
damages, costs and fees assessed against (him)(her)(them)(it) in the Court of  
Appeals of Virginia, and all actual damages incurred in consequence of the  
suspension of judgment.
3. A copy of the trial court judgment order, attested by its clerk.
4. A copy of an order of the Court of Appeals, attested by its clerk,  
affirming said judgment or refusing, dismissing or allowing withdrawal of the  
appeal of said judgment, or certification by the clerk of the Court of Appeals

that the appeal of said judgment was not prosecuted timely.

5. A copy of an order, if any, of the Court of Appeals, attested by its clerk, assessing damages, costs and fees against \_\_\_\_\_.  
appellant(s)

6. A copy of an order, if any, of the Court of Appeals or trial court, attested by the clerk, assessing actual damages in consequence of the suspension of judgment.

This letter of credit is valid until \_\_\_\_ p.m. local time \_\_\_\_\_, 20\_\_\_\_, and a draft drawn hereunder, if accompanied by documents as specified above, will be honored if presented to (Presentation Address of Bank) on or before that date. However, this letter of credit automatically will be renewed for successive one (1) year periods from the initial expiration date or any renewal period expiration date hereunder, unless at least sixty (60) days prior to any such expiration date (Name of Bank) notifies you that it has elected not to renew this letter of credit for such additional one (1) year period. The notice required hereunder will be deemed to have been given when received by you.

In the event that (Name of Bank) elects not to renew this letter of credit as required above, the full amount of this letter of credit shall be payable to the Clerk of the Circuit Court of \_\_\_\_\_ upon presentation of your verified statement that:

1. A final order of the Court of Appeals of Virginia has not been entered in the case of \_\_\_\_\_ (or, where there has been suspension of judgment, a final order has not been entered by the Court of Appeals or trial court assessing actual damages in consequence of the suspension).
2. Thirty (30) days have elapsed since notice of non-renewal was given and appellant(s) (has)(have) not filed acceptable substitute security.

In the event of non-renewal, within fifteen (15) days after payment to the clerk under the previous paragraph, the appellant(s) or someone for (him)(her)(them)(it) shall file with said clerk an appeal bond in substantial conformance with the appropriate form in the Appendix to Part Five A of the Rules of the Supreme Court of Virginia. The bond shall be in the penalty of the amount paid to said clerk under this letter of credit, and said funds shall be in lieu of surety.

Except as otherwise expressly stated herein, this letter of credit is subject to the Uniform Customs and Practice for Documentary Credits as most recently

published by the International Chamber of Commerce.

Very truly yours,

\_\_\_\_\_ Bank

By \_\_\_\_\_  
Authorized Signature