

COURT OF APPEALS
OF VIRGINIA



109 NORTH EIGHTH STREET
RICHMOND, VIRGINIA 23219-2321
(804) 371-8428 (V/TDD)

CHIEF JUDGE

WALTER S. FELTON, JR.

JUDGES

JAMES W. BENTON, JR.
LARRY G. ELDER
ROBERT P. FRANK
ROBERT J. HUMPHREYS
JEAN HARRISON CLEMENTS
D. ARTHUR KELSEY
ELIZABETH A. McCLANAHAN
JAMES W. HALEY, JR.
WILLIAM G. PETTY
RANDOLPH A. BEALES

SENIOR JUDGES

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JERE M.H. WILLIS, JR.
ROSEMARIE ANNUNZIATA
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CLERK

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REPORTERS

RONALD J. BACIGAL
ROBERT E. SHEPHERD, JR.
CHIEF STAFF ATTORNEY
JOHN T. TUCKER, III

CERTIFICATE

I, Justin Shelton, Deputy Clerk of the Court of Appeals of Virginia, do hereby certify that attached hereto is a copy of this Court's April 7, 2006 order in the matter of *Wesley Clay Smith v. Commonwealth of Virginia*, Record No. 2615-05-4.

Given under my hand and seal of said Court this 11th day of September, 2006.

A handwritten signature in black ink, appearing to read "Justin Shelton", written over a horizontal line.

Justin Shelton
Deputy Clerk

VIRGINIA:

In the Court of Appeals of Virginia on Friday *the* 7th
day of April, 2006.

Wesley Clay Smith, Appellant,

against Record No. 2615-05-4
Circuit Court No. MI-2005-1559

Commonwealth of Virginia, Appellee.

From the Circuit Court of Fairfax County

The record does not contain a transcript of the trial proceedings. A written statement of facts is in the record; however, it has not been signed by the trial judge. In Proctor v. Town of Colonial Beach, 15 Va. App. 608, 425 S.E.2d 818 (1993) (*en banc*), we set forth the obligations of litigants and trial judges concerning the filing and handling of a written statement of facts. We stated:

Rule 5A:8(c) states that a written statement becomes a part of the record when (1) it is filed in the office of the clerk of the trial court within fifty-five days after entry of judgment, (2) a copy of the statement is mailed or delivered to opposing counsel along with a notice that the statement will be presented to the trial judge between fifteen and twenty days after filing, and (3) the trial judge signs the statement and the signed statement is filed in the office of the clerk.

Id. at 610, 425 S.E.2d at 819 (footnote omitted).

Appellant complied with element (1) of Rule 5A:8(c); however, he failed to meet the requirements of element (2). Specifically, appellant has not established that “a copy of the statement [was] mailed or delivered to opposing counsel along with a *notice* that the statement will be presented to the trial judge between fifteen and twenty days after filing.” Proctor, 15 Va. App. at 610, 425 S.E.2d at 819 (emphasis added). The November 23, 2005 letter to the clerk does not constitute a notice of presentation. It is the duty of an appellant, not the clerk, to notice a hearing and to bring the matter

