

Prelim Conf: 6/6/17

Obey

LOS ANGELES SUPERIOR COURT
DEPT. 47
TRIAL PREPARATION ORDER

Case Name: Mathenge

Case Number: _____

Trial Date: 11/20/17

The date for Jury Trial having been set in this matter, the COURT ORDERS AS FOLLOWS:

1. **MEET AND CONFER**
Prior to the Final Status Conference, counsel are ordered to meet and confer to exchange, discuss, and prepare for submission to the court the jury instructions, verdict form, a statement of the case, exhibits, exhibit lists and witness lists. Counsel shall also attempt to reach stipulations with regard to ultimate facts and issues, and authenticity/admissibility of exhibits.

UD=5/30/17
LWC=5/23/17
LWC=5/16/17

2. **FILINGS**
All documents required for the Final Status Conference shall be FILED IN THE CLERK'S OFFICE AT LEAST 5 COURT DAYS PRIOR to the conference, and must be served on all opposing counsel early enough to be received by other counsel before the conference date. Be sure to bring copies of them to the conference. The documents required include the following:

- A. **TRIAL BRIEFS**
A trial brief from each party containing:
 - (1) A brief description of the claims and defenses subject to litigation;
 - (2) List of major legal issues anticipated with supporting points and authorities;
 - (3) A brief statement of the relief claimed and calculation of damages sought; and
 - (4) Any other information which counsel believes may assist the court in ruling upon trial objections or matters that may arise in trial.

Normal motions

B. **MOTIONS IN LIMINE**
Motions in limine and oppositions thereto. Counsel may either agree between themselves on the filing date for the motions and oppositions (as long as they are on file by the Final Status Conference date) or comply with statutory notice under CCP Section 1005. They will be heard on the first day of trial. Boilerplate or form motions in limine are disfavored. Motions in limine shall designate the specific evidence sought to be precluded. Counsel shall comply with Local Rule 3.57 before filing any motions in limine. If more than one motion in limine is filed, each shall be numbered consecutively. Opposition papers shall include the number of the motion to which it seeks to respond.

- C. **JURY STATEMENT**
A **joint** written statement of the case suitable to be read to the jury.
- D. **WITNESS LISTS**
A **joint** witness list, including each witness's name, include the time estimate for direct, cross, and redirect, total time for (all witnesses expected to testify), any potential scheduling problem, and any special requirements. The names of the witnesses are to be listed alphabetically.
- E. **EXHIBIT LISTS**
A **joint** exhibit list. Counsel are to agree on a block of numbers to be allocated to each party for exhibits. (See LASC Rule 3.53). The exhibit list shall include the exhibit number and a brief description of the exhibit. There should be three columns to the right of the description. The first of these should be a column headed "Stipulation: Authenticity/Admission." The second of these should be a column headed "Date Identified." The third should be a column headed "Date Admitted." At least 3 copies of the list shall be provided to the court. The court requests that counsel attempt to stipulate to the admissibility or foundation of documents contained on the list.
- F. **JURY INSTRUCTIONS**
A **joint** set of jury instructions. Counsel shall meet and confer to prepare this **joint** set. Any proposed instruction to which counsel cannot agree shall be submitted as a separate set or sets. Each instruction must indicate the party/parties requesting the instruction. All blanks on CACI instructions must be completed and any irrelevant portions stricken. (LASC Rule 3.170). Special instructions should be submitted in a format suitable for jury review, i.e., citations of authority and identity of requesting party placed above the text. (LASC Rule 3.171).
- G. **VERDICT FORM**
A **joint** general verdict form, and/or any special verdict forms that will be requested.

3. **EXHIBITS**
Counsel shall prepare a joint set of exhibits. The original and 2 copies of all exhibits shall be provided to the court at the outset of trial. The exhibits shall be placed in one or more 3-ring binders for ease of access and shall be properly marked. Each exhibit shall be internally paginated. Non-documentary exhibits shall be represented in the binder with a simple written description.

Counsel are to meet and confer with respect to each exhibit prior to trial with a view towards agreeing on the authenticity/admissibility of the exhibits.

FAILURE TO SUBMIT any item required by this order in a timely manner without good cause will subject the party to the imposition of appropriate SANCTIONS, including monetary sanctions, exclusion of evidence, issue preclusion, denial of claim or defense, dismissal, and default.

Dated: _____

Randolph Hammock