

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA

LORRAINE FLORES , et al.

Plaintiffs,

v.

SWIFT TRANSPORTATION COMPANY , et
al.

Defendants.

Case No.:
2:14-cv-02900-AB-E

ORDER RE JURY TRIAL

I. DEADLINES

II. TRIAL PREPARATION

**III. CONDUCT OF
ATTORNEYS AND
PARTIES**

Trial: February 2, 2016

Time: 8:30 a.m.

I. DEADLINES

2	Last Day to Add Parties/Amend Pleadings	4/24/2015
4	Non-expert Discovery Cut-off	9/1/2015
6	Expert Disclosure (Initial)	9/8/2015
8	Expert Disclosure (Rebuttal)	10/8/2015
10	Expert Discovery Cut-off	10/26/2015
12	Last Day to Hear Motions	10/26/2015
14	Last Day to Conduct ADR Proceeding	11/9/2015
16	File Memorandum of Contentions of Fact and Law, Exhibit and Witness Lists, Status Report regarding settlement, and all Motions in Limine	12/21/2015
18	Lodge Pretrial Conference Order, file agreed set of Jury Instructions and Verdict forms, file statement regarding Disputed Instructions and Verdict Forms, and file oppositions to Motions in Limine	12/28/2015
22	Final Pretrial Conference and Hearing on Motions in Limine	1/11/2016 at 11:00 AM
24	Trial Date (Est. <u>4</u> Days)	2/2/2016 at 08:30 AM

1 **A. Parties/Pleadings**

2 The Court has established a cut-off date for adding parties or amending
3 pleadings. All motions to add parties or to amend the pleadings must be noticed to
4 be *heard* on or before the cut-off date. All unserved parties will be dismissed at
5 the time of the pretrial conference pursuant to Local Rule 16-8.1.

6 **B. Discovery and Discovery Cut-off**

7 1. Discovery Cut-off: The Court has established a cut-off date for
8 discovery, including expert discovery, if applicable. This is not the date by which
9 discovery requests must be served; it is the date by which all discovery, *including*
10 *all hearings on any related motions*, is to be completed.

11 2. Discovery Disputes: Counsel are expected to comply with the
12 Federal Rules of Civil Procedure and all Local Rules concerning discovery.
13 Whenever possible, the Court expects counsel to resolve discovery problems
14 among themselves in a courteous, reasonable and professional manner. The Court
15 expects that counsel will adhere strictly to the Civility and Professionalism
16 Guidelines (which can be found on the Court’s website under Attorney
17 Information, Attorney Admissions).

18 3. Discovery Motions: Any motion challenging the adequacy of
19 discovery responses must be filed, served, and calendared sufficiently in advance
20 of the discovery cut-off date to permit the responses to be obtained before that date
21 if the motion is granted.

22 4. Depositions: All depositions shall commence sufficiently in
23 advance of the discovery cut-off date to permit their completion and to permit the
24 deposing party enough time to bring any discovery motions concerning the
25 deposition before the cut-off date. Given the requirements to “meet and confer”
26 and to give notice, in most cases a planned motion to compel must be discussed
27 with opposing counsel at least six weeks before the cut-off.

28 ///

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

5. Written Discovery: All interrogatories, requests for production of documents and requests for admissions must be served sufficiently in advance of the discovery cut-off date to permit the discovering party enough time to challenge (via motion practice) responses deemed to be deficient.

6. Expert Discovery: All disclosures must be made in writing. The parties should begin expert discovery shortly after the initial designation of experts. The final pretrial conference and trial dates will not be continued merely because expert discovery is not completed. Failure to comply with these or any other orders concerning expert discovery may result in the expert being excluded as a witness.

C. Law and Motion

The Court has established a cut-off date for the *hearing* of motions. All motions must be noticed so that the *hearing* takes place on or before the motion cut-off date.

Counsel must provide chambers with Mandatory Chambers’ Copies of the following:

1. Civil Matters: initial pleadings (complaints, counterclaims, cross-claims), Joint Rule 16(b)/26(f) Reports, motion papers (motions, oppositions, replies, non-oppositions, and any related documents), trial documents (joint statement of the case, proposed voir dire questions, jury instructions, verdict form, exhibit list, witness list, and any related disputes), ex parte applications for temporary restraining orders, and presentation materials for patent cases.

2. Criminal Matters: motion papers (motions, oppositions, replies, non-oppositions, and any related documents), plea agreement(s), and sentencing position papers.

Counsel should consult the Court’s website at www.cacd.uscourts.gov, Judges’ Procedures and Schedules, Hon. André Birotte Jr., for further information regarding chambers’ copies and motion procedures.

1 **D. Settlement Procedures (ADR Proceedings)**

2 Pursuant to Local Rule 16–15, the parties in every case must select a
3 settlement procedure. The final meeting with the parties’ settlement officer must
4 take place no later than four weeks before the Final Pretrial Conference. Counsel
5 shall file a Joint Report regarding the outcome of settlement discussions, the
6 likelihood of possible further discussions and any help the Court may provide with
7 regard to settlement negotiations not later than seven (7) days after the settlement
8 conference.

9 If the parties desire to participate in an ADR procedure other than that
10 elected in the Rule 26(f) Scheduling Report and Order, they shall file a stipulation
11 with the Court. This request will not necessarily be granted.

12 No case will proceed to trial unless all parties, including the principals of all
13 corporate parties, have appeared personally at a settlement conference.

14 **E. Final Pretrial Conference/Proposed Pretrial Conference Order**

15 A final Pretrial Conference (PTC) date has been set pursuant to Rule 16
16 of the Federal Rules of Civil Procedure and Local Rule 16–8. STRICT
17 COMPLIANCE WITH THE REQUIREMENT OF FED. R. CIV. P. 16, 26
18 AND LOCAL RULES ARE REQUIRED BY THE COURT.

19 Unless excused for good cause, each party appearing in this action shall be
20 represented at the PTC by the lead trial counsel for that party. Counsel should be
21 prepared to discuss streamlining the trial, including presentation of testimony by
22 deposition excerpts or summaries, time limits, stipulations as to undisputed facts,
23 and qualification of experts by admitted resumes.

24 The proposed Pretrial Conference Order (PTCO) shall be lodged fourteen
25 (14) days before the PTC. Adherence to this time requirement is necessary for
26 in–chambers preparation of the matter. The form of the proposed PTCO shall
27 comply with Appendix A to the Local Rules and the following:

28 ///

- 1 1. Place in “all caps” and in “bold” the separately numbered
2 headings for each category in the PTCO (e.g., “**1. THE PARTIES**” or
3 “**7. CLAIMS AND DEFENSES OF THE PARTIES**”).
- 4 2. Include a table of contents at the beginning.
- 5 3. In specifying the surviving pleadings under section 1, state
6 which claims or counterclaims have been dismissed or abandoned, e.g., “Plaintiff’s
7 second cause of action for breach of fiduciary duty has been dismissed.” Also, in
8 multiple party cases where not all claims or counterclaims will be prosecuted
9 against all remaining parties on the opposing side, please specify to which party
10 each claim or counterclaim is directed.
- 11 4. In specifying the parties’ claims and defenses under section 7,
12 each party shall closely follow the examples set forth in Appendix A of the Local
13 Rules.
- 14 5. In drafting the PTCO, the court also expects that the parties will
15 attempt to agree on and set forth as many non–contested facts as possible. The
16 court will usually read the uncontested facts to the jury at the start of trial. A
17 carefully drafted and comprehensively stated stipulation of facts will reduce the
18 length of trial and increase jury understanding of the case.
- 19 6. In drafting the factual issues in dispute for the PTCO, the
20 parties should attempt to state issues in ultimate fact form, not in the form of
21 evidentiary fact issues. The issues of fact should track the elements of a claim or
22 defense on which the jury will be required to make findings.
- 23 7. Issues of law should state legal issues on which the court will
24 be required to rule during the trial and should not list ultimate fact issues to be
25 submitted to the trier of fact.

26 **The parties shall provide an electronic copy of the PTCO in Microsoft**
27 **Word format to the chambers’ e–mail at: AB_Chambers@cacd.uscourts.gov.**

28 ///

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

II. TRIAL PREPARATION

STRICT COMPLIANCE WITH LOCAL RULE 16 IS REQUIRED. This Order sets forth some different and some additional requirements. Failure to comply with these requirements may result in the Final Pretrial Conference being taken off calendar or continued, or in other sanctions.

A. Pretrial Documents

All pretrial document copies shall be delivered to the Court “binder-ready” (three-hole punched on the left side, without blue-backs, and stapled only in the top left corner).

The filing schedule for pretrial documents is as follows:

1. At least 21 days before the Final Pretrial Conference:

- Memorandum of Contentions of Fact and Law
- Witness Lists
- Joint Exhibit List
- Motions *in limine*

2. At least 14 days before the Final Pretrial Conference:

- Proposed Final Pretrial Conference Order
- Proposed Jury Instructions
- Proposed Verdict Forms
- Statement of the Case
- Proposed additional voir dire questions, if desired
- Oppositions to motions *in limine*

3. At least 7 days before trial:

- Trial briefs, if desired

In addition to the requirements of Local Rule 16, the witness lists must include a brief description (one or two paragraphs) of the testimony, **what makes the testimony unique** from any other witness testimony, and a time estimate for both direct and cross-examination (separately stated). The Joint Exhibit List shall

1 contain any objections to authenticity and/or admissibility to the exhibit(s) and the
2 reasons for the objections.

3 **The parties shall provide electronic copies of the Memoranda of**
4 **Contentions of Fact and Law, Witness List, and Exhibit List in Microsoft**
5 **Word format to the chambers' e-mail at AB_Chambers@cacd.uscourts.gov.**

6 **B. Motions *In Limine***

7 All motions and oppositions are limited to ten (10) pages in length. All
8 motions *in limine* must be filed at least three weeks before the final pretrial
9 conference; oppositions must be filed at least two weeks before the final pretrial
10 conference; reply briefs will not be accepted. Counsel are to meet and confer with
11 opposing counsel to determine whether opposing counsel intend to introduce the
12 disputed evidence and to attempt to reach an agreement that would obviate the
13 motion. The Court will rule on motions *in limine* at the final pretrial conference.
14 Motions *in limine* should address specific issues (e.g., *not* "to exclude all
15 hearsay"). Motions *in limine* should not be disguised motions for summary
16 adjudication of issues.

17 **C. Jury Instructions, Statement of the Case, and Voir Dire**

18 Pursuant to Local Rule 16-2, lead trial counsel for each party are required to
19 meet and confer in person. The Court expects strict compliance with Local Rule
20 16-2. Fourteen days before the Local Rule 16-2 meeting, the parties shall
21 exchange their respective proposed jury instructions and special verdict forms.
22 Ten days prior to the Local Rule 16-2 meeting, each shall serve objections to the
23 other's instructions and verdict forms. Before or at the Rule 16-2 meeting, counsel
24 are ordered to meet and confer and attempt to come to agreement on the proposed
25 jury instructions and verdict forms.

26 Counsel shall file with the Court a JOINT set of jury instructions on which
27 there is agreement. All blanks in standard forms should be filled in. The Court
28 expects counsel to agree on the substantial majority of jury instructions,

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

particularly when pattern or model instructions provide a statement of applicable law. If one party fails to comply with the provisions of this section, the other party must file a unilateral set of jury instructions.

Each party shall also file its proposed jury instructions that are objected to by any other party. Each disputed instruction must have attached a short statement (one or two paragraphs), including points and authorities, in support of the instruction and a brief statement, including points and authorities, in support of any objections. If applicable, a proposed alternative instruction must be provided.

When the *Manual of Model Jury Instructions for the Ninth Circuit* provides an applicable jury instruction, the parties should submit the most recent version, modified and supplemented to fit the circumstances of this case. Where California law applies, counsel should use the current edition of the *Judicial Council of California Civil Jury Instructions* (“CACI”). If neither is applicable, counsel should consult the current edition of O’Malley, et al., *Federal Jury Practice and Instructions*. Each requested instruction shall (a) cite the authority or source of the instruction, (b) be set forth in full, (c) be on a separate page, (d) be numbered, (e) cover only one subject or principle of law, and (f) not repeat principles of law contained in any other requested instruction. Counsel may submit alternatives to these instructions only if counsel has a reasoned argument that they do not properly state the law or they are incomplete.

Counsel must provide an index of all instructions submitted, which must include the following:

- a. the number of the instruction;
- b. the title of the instruction;
- c. the source of the instruction and any relevant case citations; and
- d. the page number of the instruction.

///

///

1 For example:

2 <u>Number</u>	<u>Title</u>	<u>Source</u>	<u>Page Number</u>
3 1	4 Trademark–Defined (15.U.S.C. § 1127)	9th Cir. 8.5.1	1

5 During the trial and before argument, the Court will meet with counsel and
6 settle the instructions, and counsel will have an opportunity to make a further
7 record concerning their objections.

8 *At the time of filing the proposed final pretrial conference order, counsel*
9 *should file a jointly prepared one– or two–page statement of the case to be read by*
10 *the Court to the prospective panel of jurors before commencement of voir dire.*

11 The Court will conduct the voir dire. The Court provides a list of basic
12 questions, and may provide a list of additional questions to jurors before voir dire.
13 (This is not a questionnaire to be completed by jurors.) Counsel may, but are not
14 required to, file and submit (electronically to the chambers’ e–mail and in paper
15 form) a list of proposed case–specific voir dire questions at the time they file the
16 proposed final pretrial conference order.

17 In most cases the Court will conduct its initial voir dire of 14 prospective
18 jurors who will be seated in the jury box. Generally the Court will select eight
19 jurors. Each side will have three peremptory challenges. If fourteen jurors are
20 seated in the box and all six peremptory challenges are exercised, the remaining
21 eight jurors will constitute the jury panel. If fewer than six peremptory challenges
22 are exercised, the eight jurors in the lowest numbered seats will be the jury. The
23 Court will not necessarily accept a stipulation to a challenge for cause. If one or
24 more challenges for cause are accepted, and all six peremptory challenges are
25 exercised, the Court may decide to proceed with six or seven jurors.

26 **Counsel must provide the proposed jury instructions and voir dire to**
27 **the chambers’ e–mail at AB_Chambers@cacd.uscourts.gov in Word format.**

28 ///

1 **D. Trial Exhibits**

2 Exhibits must be placed in three-ring binders indexed by exhibit number
3 with tabs or dividers on the right side. Counsel shall submit to the Court an
4 original and one copy of the binders. The spine portion of the binder shall indicate
5 the volume number *and* contain an index of each exhibit included in the volume.

6 The Court requires that the following be submitted to the Courtroom Deputy
7 Clerk (“CRD”) on the *first day of trial*:

8 a. The party’s witness list in the order in which the witnesses may
9 be called to testify.

10 b. The joint exhibit list in the form specified in Local Rule 16–5
11 (Civil), which shall be sent in Word format to the chambers’ e-mail no later than
12 noon on the Monday before trial.

13 c. All of the exhibits (except those to be used for impeachment
14 only), with official exhibit tags attached and bearing the same number shown on
15 the exhibit list. Exhibits shall be numbered 1, 2, 3, etc., NOT 1.1, 1.2, etc. The
16 defense exhibit numbers shall not duplicate plaintiff’s numbers. If a “blow-up” is
17 an enlargement of an existing exhibit, it shall be designated with the number of the
18 original exhibit followed by an “A.” These items (and the items listed in d and e
19 below) shall be provided on the first day of trial.

20 d. The binder of *original exhibits* with the Court’s exhibit tags,
21 yellow tags for plaintiff and blue tags for defendant, stapled to the front of the
22 exhibit at the upper right-hand corner with the case number, case name, and exhibit
23 number placed on each tag.

24 e. A three-ring binder containing a copy of all exhibits that can be
25 reproduced, and a copy of the witness list. Each exhibit shall be tabbed with the
26 exhibit number for easy referral.

27 f. A three-ring binder containing a copy of all exhibits for use by
28 witnesses.

1 A copy of the exhibit list with all *admitted exhibits* will be given to the jury
2 during deliberations. Counsel shall review and approve the exhibit list with the
3 CRD before the list is given to the jury.

4 Where a significant number of exhibits will be admitted, the Court
5 encourages counsel, preferably by agreement, to consider ways in which testimony
6 about exhibits may be made intelligible to the jury while it is being presented.
7 Counsel should consider such devices as overhead projectors, jury notebooks for
8 admitted exhibits or enlargements of important exhibits. [The Court has an Elmo
9 and other equipment available for use during trial.] Information concerning
10 training on the use of electronic equipment is available. Details are posted on the
11 Court's website. To make reservations for training, call 213-894-3061. The Court
12 does not permit exhibits to be "published" by passing them up and down the jury
13 box. Exhibits may be displayed briefly using the screens in the courtroom, unless
14 the process becomes too time-consuming.

15 All counsel are to meet not later than ten days before trial and to stipulate, so
16 far as is possible, to foundation, to waiver of the best evidence rule and to those
17 exhibits that may be received into evidence at the start of the trial. The exhibits to
18 be so received will be noted on the Court's copy of the exhibit list.

19 **E. Court Reporter**

20 Any party requesting special court reporter services for any hearing (i.e., real
21 time transmission, daily transcripts) shall notify the reporter at least 2 weeks before
22 the hearing date.

23 **F. Jury Trial**

24 On the first day of trial, court will commence at 8:30 a.m. and conclude at
25 approximately 4:30 p.m. with a one-hour lunch break. On the first day of trial,
26 *counsel must appear at 8:30 a.m.* to discuss preliminary matters with the Court.
27 After the first day of trial, trial days are Tuesday through Friday from 9:00 a.m. to

28 ///

1 approximately 4:30 p.m. with two fifteen-minute breaks and a one-hour lunch
2 break.

3 On the first day of trial, the jury panel will be called when the Court is
4 satisfied that the matter is ready for trial. Jury selection usually takes only a few
5 hours. Counsel should be prepared to proceed with opening statements and
6 witness examination immediately after jury selection.

7 **III. CONDUCT OF ATTORNEYS AND PARTIES**

8 **A. Opening Statements, Examining Witnesses, and Summation**

9 Counsel must use the lectern. Counsel must not consume time by writing
10 out words, drawing charts or diagrams, etc. Counsel may prepare such materials in
11 advance. The Court will honor (and may establish) reasonable time estimates for
12 opening statements and closing arguments, examination of witnesses, etc.

13 **B. Objections to Questions**

14 Counsel must not use objections for the purpose of making a speech,
15 recapitulating testimony, or attempting to guide the witness.

16 When objecting, counsel must rise to state the objection and state only that
17 counsel objects and the legal ground of objection. If counsel wishes to argue an
18 objection further, counsel must ask for permission to do so.

19 **C. General Decorum**

20 1. Counsel should not approach the CRD or the witness box
21 without specific permission and must return to the lectern when the purpose for
22 approaching has been accomplished.

23 2. Counsel should rise when addressing the Court, and when the
24 Court or the jury enters or leaves the courtroom, unless directed otherwise.

25 3. Counsel should address all remarks to the Court. Counsel are
26 not to address the CRD, the court reporter, persons in the audience, or opposing
27 counsel. If counsel wish to speak with opposing counsel, counsel must ask

28 ///

1 permission to do so. Any request for the re-reading of questions or answers shall
2 be addressed to the Court. Requests may not be granted.

3 4. Counsel should not address or refer to witnesses or parties by
4 first names alone, with the exception of witnesses under 14 years old.

5 5. Counsel must not offer a stipulation unless counsel have
6 conferred with opposing counsel and have verified that the stipulation will be
7 acceptable.

8 6. While Court is in session, counsel must not leave counsel table
9 to confer with any person in the back of the courtroom unless permission has been
10 granted in advance.

11 7. Counsel shall not make facial expressions, nod, or shake their
12 heads, comment, or otherwise exhibit in any way any agreement, disagreement,
13 or other opinion or belief concerning the testimony of a witness. Counsel shall
14 admonish their clients and witnesses not to engage in such conduct.

15 8. Counsel should not talk to jurors at all, and should not talk to
16 co-counsel, opposing counsel, witnesses, or clients where the conversation can be
17 overheard by jurors. Each counsel should admonish counsel's own clients and
18 witnesses to avoid such conduct.

19 9. Where a party has more than one lawyer, only one may conduct
20 the direct or cross-examination of a particular witness, or make objections as to
21 that witness.

22 **D. Promptness of Counsel and Witnesses**

23 1. Promptness is expected from counsel and witnesses. Once
24 counsel are engaged in trial, this trial is counsel's first priority. The Court will not
25 delay the trial or inconvenience jurors.

26 2. If a witness was on the stand at a recess or adjournment,
27 counsel who called the witness shall ensure the witness is back on the stand and
28 ready to proceed when trial resumes.

1 3. Counsel must notify the CRD in advance if any witness should
2 be accommodated based on a disability or for other reasons.

3 4. No presenting party may be without witnesses. If a party's
4 remaining witnesses are not immediately available and there is more than a brief
5 delay, the Court may deem that party to have rested.

6 5. The Court attempts to cooperate with professional witnesses
7 and will, except in extraordinary circumstances, accommodate them by permitting
8 them to be called out of sequence. Counsel must anticipate any such possibility
9 and discuss it with opposing counsel. If there is an objection, counsel must confer
10 with the Court in advance.

11 **E. Exhibits**

12 1. Each counsel should keep counsel's own list of exhibits and
13 should note when each has been admitted into evidence.

14 2. Each counsel is responsible for any exhibits that counsel
15 secures from the CRD and must return them before leaving the courtroom at the
16 end of the session.

17 3. An exhibit not previously marked should, at the time of its first
18 mention, be accompanied by a request that it be marked for identification. Counsel
19 must show a new exhibit to opposing counsel before the court session in which it is
20 mentioned.

21 4. Counsel are to advise the CRD of any agreements with respect
22 to the proposed exhibits and as to those exhibits that may be received without
23 further motion to admit.

24 5. When referring to an exhibit, counsel should refer to its exhibit
25 number. Witnesses should be asked to do the same.

26 6. Counsel must not ask witnesses to draw charts or diagrams nor
27 ask the Court's permission for a witness to do so. Any graphic aids must be fully
28 prepared before the court session starts.

1 **F. Depositions**

2 1. All depositions to be used at trial, either as evidence or for
3 impeachment, must be lodged with the CRD on the first day of trial or such earlier
4 date as the Court may order. Counsel should verify with the CRD that the relevant
5 deposition is in the CRD's possession.

6 2. In using depositions of an adverse party for impeachment,
7 either one of the following procedures may be adopted:

8 a. If counsel wishes to read the questions and answers as
9 alleged impeachment and ask the witness no further questions on that subject,
10 counsel shall first state the page and line where the reading begins and the page
11 and line where the reading ends, and allow time for any objection. Counsel may
12 then read the portions of the deposition into the record.

13 b. If counsel wishes to ask the witness further questions on
14 the subject matter, the deposition shall be placed in front of the witness and the
15 witness told to read the relevant pages and lines silently. Then counsel may either
16 ask the witness further questions on the matter and thereafter read the quotations,
17 or read the quotations and thereafter ask further questions. Counsel should have an
18 extra copy of the deposition for this purpose.

19 3. Where a witness is absent and the witness's testimony is
20 offered by deposition, counsel may (a) have a reader occupy the witness chair and
21 read the testimony of the witness while the examining lawyer asks the questions, or
22 (b) have counsel read both the questions and answers.

23 **G. Using Numerous Answers to Interrogatories and Requests for**
24 **Admission**

25 Whenever counsel expects to offer a group of answers to interrogatories or
26 requests for admissions extracted from one or more lengthy documents, counsel
27 should prepare a new document listing each question and answer and identifying

28 ///

1 the document from which it has been extracted. Copies of this new document
2 should be given to the Court and opposing counsel.

3 **H. Advance Notice of Unusual or Difficult Issues**

4 If any counsel have reason to anticipate that a difficult question of law or
5 evidence will necessitate legal argument requiring research or briefing, counsel
6 must give the Court advance notice. Counsel are directed to notify the CRD at the
7 day's adjournment if an unexpected legal issue arises that could not have been
8 foreseen and addressed by a motion in limine. See Fed. R. Evid. 103. Counsel
9 must also advise the CRD at the end of each trial day of any issues that must be
10 addressed outside the presence of the jury, so that there is no interruption of the
11 trial. **THE COURT WILL NOT KEEP JURORS WAITING.**

12
13 **This Court does not exempt parties appearing pro se from compliance**
14 **with the Federal Rules of Civil Procedure or the Local Rules. (Local Rule 83–**
15 **2.2.3.)**

16 IT IS SO ORDERED.

17
18 Dated: February 20, 2015



19 HONORABLE ANDRÉ BIROTTE JR.
20 UNITED STATES DISTRICT COURT JUDGE
21
22
23
24
25
26
27
28

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA

	Plaintiff(s),)	CASE NO. CV	AB (x)
)	EXHIBIT LIST	
	vs.)	<i>Sample Format</i>	
)		
	Defendant(s),)		
)		
)		
)		
)		

EX. No.	Description	Identified	Admitted

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF CALIFORNIA

)	CASE NO. CV		AB (x)
	Plaintiff(s),)			
)	WITNESS LIST		
	vs.)			
)			<i>Sample Format</i>
)			
	Defendant(s),)			
)			
)			
)			

	Dates of Testimony
Witnesses for Plaintiff	
	<i>(to be filled in during trial)</i>
Witnesses for Defendant	