

## **TRIAL PROCEDURAL ORDER**

TAKE NOTICE that Judge JULIE GATTI requires the following:

### **BEFORE PRE-TRIAL:**

#### **1. TRIAL WITNESS LISTS FILED TWENTY-EIGHT (28) DAYS PRIOR TO TRIAL DATE**

Counsel shall file trial witness lists of actual and/or probable witnesses, indicating if in person or by deposition and, for medical experts, the hospital and office where the witness practices and his or her specialty. A party must provide the names and addresses of any expert witnesses that may be called to trial. Witness lists may not be amended without leave of the court within 28 days of trial. This provides counsel an opportunity to file objections before the pre-trial date and supplies a list of witnesses for the court to read to prospective jurors.

For CRIMINAL trials, the Judge requires strict adherence to MCR 6.201.

#### **2. FILE MOTIONS IN LIMINE (SEE MCR 2.119(C))**

Timely file and serve all motions in limine with notice of hearing set for the time and date of final pre-trial. Motions filed to be heard on the day of trial will not be entertained except for good cause shown.

#### **3. RESOLVE OBJECTIONS IN TRIAL DEPOSITIONS**

If *de bene esse* depositions have been taken and the parties are unable to resolve objections therein, the parties shall submit to the Judge and opposing counsel no later than the date of final pre-trial, the objections with supporting law, including argument. Objections to depositions filed on the day of trial will not be entertained except for good cause shown.

#### **4. JURY INSTRUCTIONS**

If a jury trial, to the extent possible, have completed, typed jury instructions, including a proposed jury verdict form for the Court and all counsel. Simply providing jury instruction numbers is not permitted. Photocopies of completed M Civ JI's and M Crim JI's are acceptable provided that blank spaces are completed and any alternatives in the instructions are chosen, including paragraph 4 of M Civ JI 2.02 (nature of civil claims) and M Crim JI 2.4 (elements of the charge). Each instruction shall be on a separate sheet.

#### **5. EXHIBITS**

Label and exchange proposed exhibits. Counsel shall have stipulations for entry or stated reasons for objections. Whenever practicable, copies shall be furnished to the Court and opposing counsel for use during the trial.

#### **6. ADDITIONAL REQUIREMENT FOR BENCH TRIALS**

Submit a Trial Brief containing a brief statement of facts, issues, theory of case and memorandum of law. If cases or statutes are cited, a photocopy of the case or statute shall be attached. Prepare stipulations in writing, if any.

**ON THE DAY OF TRIAL:**

1. Be present with client(s) and any other person(s) necessary to affect the disposition of the matter.
2. To ensure the Court's media equipment is compatible, Counsel must schedule with the Judge's secretary, before the day of trial, a time to test any media equipment counsel intends to use.
3. Have witnesses available for trial.

THE FOREGOING CONSTITUTES AN ORDER OF THIS COURT. FAILURE TO COMPLY STRICTLY WITH ALL OF ITS TERMS MAY RESULT IN DISMISSAL, DEFAULT JUDGMENT, REFUSAL TO LET WITNESSES TESTIFY, REFUSAL TO ADMIT EXHIBITS, OR OTHER ACTION, INCLUDING ASSESSMENT OF SPECIAL COSTS, EXPENSES AND ATTORNEY FEES.

JULIE GATTI  
Circuit Court Judge