

STANDING ORDER ON JURY TRIAL CONDUCT AND READINESS
STATE COURT DIVISION 2, JUDGE SHAWN F. BRATTON

FILED IN OFFICE
CLERK STATE COURT
GWINNETT COUNTY, GA

2019 JAN 30 PM 2: 54

1. On or before 3 business days before trial counsel for the parties shall submit a consolidated civil pre-trial order in all respects pursuant to U.S.C.R. 7.2. Counsel for Plaintiff shall prepare the consolidated pre-trial order. Other counsel must have their portion of the consolidated pre-trial order submitted to the counsel preparing the consolidated order 5 business days before trial. If applicable, the parties shall state the issues to be decided by the jury in the form of proposed interrogatories for a special verdict form.

2. Counsel and parties hereto authorized to settle this case are ordered and directed to meet in person, on or before 5 business days before trial for the purpose of a settlement conference. If an insurance company is involved, the agent or adjuster with authority to settle the case shall attend the settlement conference either in person, by phone or by video conference (e.g. Skype). On or before 3 business days before trial a written Settlement Conference Report shall be filed with this Court.

3. Counsel and parties are ordered and directed to discuss all objections to depositions including but not limited to objections to questions, motions in limine concerning said deposition or motions to strike all or part of said deposition. Parties are then required to report to the Court in writing any objections, motions, etc. concerning said deposition, at least 8 business days prior to the actual trial date. Said objections, motions, etc. shall be made in the following order:

- A. The objected to question or motion will be set out in full;
- B. The objected to response shall be reproduced in full;
- C. The objection to said question or the motion concerning said deposition or response shall be set out in full with all appropriate argument.
- D. The proponent of said question or the opponent of said motion shall be allowed to respond to said objection provided said response is received by the court within three business days prior to trial. **The Court will NOT rule on any deposition objections made for the first time on the day of trial regardless of when the deposition was taken.** Any objections not received by the court on the above specified date will be considered waived.

Paragraph 3 of this Order applies to all evidentiary depositions taken prior to the actual trial of this case.

4. All exhibits must be pre-marked and listed on an exhibit list. Copies of all exhibits and a copy of the list of exhibits are to be made for each opposing counsel. A copy of all exhibits and a copy of the list of exhibits are to be made for the court. All copies and list of exhibits are to be exchanged at the settlement conference and copies submitted to the court at the time requests to charge are submitted.

5. Stipulations must be reduced to writing and submitted to the Court prior to trial.

6. Requests to Charge should be submitted in two forms: A) hard copy for the record and

B) an electronic copy for the Court (e-mail: ellen.hight@gwinnettcourt.com), prior to the beginning of trial.

7. Voir dire questions shall be limited in accordance with Uniform Superior Rule 10.1. Hypothetical questions are not allowed nor are questions regarding matters of law or questions calling for the potential juror to state how he/she would act in contingent situations.

8. Opening statements shall be limited to a brief, non-argumentative outline of what the attorney expects the evidence to show.

9. Demonstrative aids must be approved before display to the jury at any time.


10. Prior to closing argument, do not show exhibits to the jury without prior permission from the court.

11. Plaintiff will submit a proposed verdict form prior to commencement of trial.

12. Professionalism (which includes courtroom courtesy) is required at all times.

Hereafter, this Order will control the course of the trial and may not be amended except by consent of the parties and the Court or by Order of the Court to prevent manifest injustice.

SO ORDERED this 30 day of January, 2018.


Shawn F. Bratton, Judge
State Court of Gwinnett County