

**PRETRIAL INSTRUCTIONS FOR CIVIL CASES
BEFORE THE HONORABLE ROBERT C. BRACK
UNITED STATES DISTRICT JUDGE**

PRETRIAL DEADLINES

1. The following pretrial deadlines will be included in the pretrial order.
2. Throughout these pretrial instructions, the term “trial” refers to the date set in the notice of trial. **Counsel must seek leave of the Court in the form of a written motion to extend any pretrial deadline.**
3. Where a submission deadline falls on a holiday, the deadline becomes the next working day after the holiday.

Event	Deadline	Comment
Motions in limine	Forty-two (42) days before trial	Motions in limine filed after the deadline may be denied.
Consolidated exhibit list	Twenty-one (21) days before trial	The parties must confer over all trial exhibits and stipulate when possible. The contested exhibit list identifies all exhibits that the parties have stipulated are admissible and all exhibits the parties have stipulated to be authentic, but to which there are other objections.
Contested exhibit lists	Fourteen (14) days before trial	For any exhibits on which a stipulation could not be reached, the offering party must file a separate contested exhibit list
Witness lists	Twenty-one (21) days before trial	Each list must indicate whether the witness is testifying by deposition or in person
Objections to use of deposition testimony	Fourteen (14) days before trial	The objecting party must identify those portions of the requested deposition testimony to which the party objects. The parties must confer about any disputes and, if unable to resolve any differences, must notify the Court in writing no later than seven (7) days before trial.

Event	Deadline	Comment
Voir dire questions	Fourteen (14) days before trial	Any party wishing to participate in voir dire must file proposed voir dire questions.
Jury instructions	Fourteen (14) days before trial	The parties must confer about proposed jury instructions. Stock instructions are available on the Court's website.
Statement of the Case	Fourteen (14) days before trial	The parties must confer and submit an agreed statement of the case to the Court that will be read to the jury panel during jury selection.

GENERAL INSTRUCTIONS

1. In the typical case, each counsel will be permitted thirty (30) minutes for voir dire.
2. Each party will be responsible for securing the appearance of witnesses the party has listed as witnesses the party will call.
3. Counsel should always have witnesses available to fill a full trial day.