

## **Rules and Courtroom Decorum for All Cases**

1. Opposing counsel must be copied on all email communications that counsel initiate with the Court.
2. Counsel and parties should be seated at counsel table and prepared to proceed no later than three minutes before the Court's scheduled time.
3. On trailing calendar proceedings, including all preliminary criminal proceedings, special requests to advance or delay appearance times due to counsel's scheduling conflicts may be presented to the Court's courtroom deputy.
4. Please determine well in advance of trial if there is a need for court interpreters for civil cases. The Court's courtroom deputy can assist counsel in locating qualified interpreters for civil proceedings. In all criminal cases, the Court will supply certified interpreters.
5. Gum chewing is not permitted in court. Counsel is responsible for ensuring that parties, witnesses, and court observers associated with counsel's party properly dispose of gum in appropriate receptacles prior to entering the courtroom.
6. All cell phones exempt from the prohibition in Local Rule 83.1 must be silenced. Counsel is responsible for ensuring that parties, witnesses, and court observers associated with counsel's party comply with this requirement.
7. Use of Federal Bar Association WiFi during court proceedings is authorized by Judge Wormuth.
8. Counsel should question witnesses from the podium and approach the witness stand or jury box only with the Court's permission.
9. If a jury is present, speaking objections are prohibited. Counsel should simply state the objection and the basis for the objection without argument, i.e., "Objection. Hearsay," or "Objection. Leading."
10. Opposing counsel should not respond to objections unless the Court specifically requests a response.
11. Please stand when the jury enters or leaves the courtroom; stand also when stating objections or addressing the Court unless otherwise directed
12. Dress Code:
  - a. Men should wear a collared shirt and long pants. Jeans are acceptable.

- b. Women should wear a dress, or a blouse with either a skirt or long pants. Jeans are acceptable.
- c. All persons must wear shoes in the courtroom. Flip-flops and thong sandals are not acceptable.
- d. Shorts, t-shirts, and revealing clothing are not acceptable.
- e. Hats or caps must be removed while in the courtroom.