

Criminal Cases Trial Checklist

- Discovery **must** be completed by the formal pre-trial.
- MIL **must** be filed 28 days before the trial. Be prepared to discuss evidentiary issues.
- The Court will use the OJI for jury instructions. Please file any special jury instructions before the final pre-trial.
- Parties need to check exhibits and make sure everything is filed with the Clerk that needs to be filed with courtesy copies. Make sure there are no (even inadvertent) surprises for opposing counsel and the judge. The judge needs a transcript of all video depositions going to a jury. Provide a bench book with exhibits for the judge (jury and bench trials).
- Arrange technology and test it in advance of the trial.
- Because we have a heavy criminal docket assume the trial will take a little longer than you assume. If you have the possibility of a scheduling conflict (or your clients) we will move it.
- Be prepared to discuss all logistical issues with regard to witnesses, experts, or parties.

Failure to do any of the above may result in the Court rescheduling the trial for lack of preparation.