

**CIVIL COURT TRIAL
MANAGEMENT ORDER**

JD-CL-106 New 11-09

STATE OF CONNECTICUT
SUPERIOR COURT
www.jud.ct.gov



Docket number	Judicial District of	Date
Plaintiff	Defendant	
VS.		

Counsel and self-represented parties in this case are ordered to attend a Trial Management Conference with the judge who signed this order. The conference will be in the _____ Judicial District Courthouse, _____, at _____. Counsel and self-represented parties must come ready to discuss a settlement. Counsel must have their clients and/or decision makers available by phone. Plaintiff's counsel must bring an updated pretrial memorandum to the trial management conference.

At the beginning of the Trial Management Conference, counsel and self-represented parties must give the court a trial management report that includes:

1. A list of the legal and factual issues in dispute.
2. A list of witnesses with an identifier for each one (*party, expert, witness*). Witnesses not listed will not be permitted to testify at trial, except for good cause shown.
3. A list of pending and anticipated motions that need to be heard before evidence starts, including motions *in limine* (*motions to keep out evidence before the trial starts*).
4. A statement of any scheduling problems that are expected.
5. An estimate of the amount of time necessary to try the case.

On the first day of trial or at a different time if ordered by the Judge at the Trial Management Conference, counsel and self-represented parties must give the court:

1. A brief legal memorandum containing statements of law and legal theories in the case.
2. A list of exhibits each party reasonably expects to introduce, indexed by "P" plus number for plaintiffs and "D" plus letter for defendants, with a brief description of each exhibit, indicating if any party objects to the admission of the exhibit. Counsel and self-represented parties must mark all exhibits ahead of time (pre-mark) as full or for identification only, before the start of evidence. Exhibits that are not listed will not be allowed at trial, except for good cause shown.
3. Any facts that both sides agree to (joint stipulation), in writing.
4. Copies of the operative pleadings (complaint, answer, special defenses, and counterclaims) and disclosure of expert witnesses.

A party who does not follow this order may be sanctioned by having to pay a fine; having proposed evidence excluded at trial; having the case dismissed; being defaulted or non-suited; or other sanctions.

_____, Judge