

IN THE CIRCUIT COURT OF THE 15TH JUDICIAL CIRCUIT
IN AND FOR PALM BEACH COUNTY, FLORIDA

CIVIL DIVISION "AB"

IN RE: **STANDING ORDER ON TRIAL AND
TRIAL PREPARATION PROCEDURES**

The following guidelines and requirements are hereby adopted for all jury trials scheduled and set in Division "AB":

1. The attorneys shall comply with the clerk's procedures for pre-marking exhibits. It shall be the responsibility of the individual attorneys to pre-mark exhibits prior to trial.
2. The attorneys shall review all exhibits prior to trial and note any remaining objections in writing. A list of written objections identifying the exhibit and the basis for the objection shall be presented to the Court prior to trial. **OBJECTIONS NOT PRESENTED SHALL BE DEEMED WAIVED. UNLESS OTHERWISE PERMITTED BY LAW, THE COURT WILL DISALLOW THE USE OF ANY EXHIBITS NOT PREVIOUSLY MARKED AND IDENTIFIED.**
3. If videotaped or transcribed depositions which contain objections requiring ruling by the Court are to be used during trial for purposes other than impeachment, the attorneys shall meet to reduce or eliminate objections that can be resolved without Court intervention. For those that cannot be resolved the parties shall provide to the Court, prior to jury selection, transcripts of all depositions at issue along with a cover sheet reflecting the anticipated order of use at trial of the various transcripts and the page and line where each objection appears. This is required in an effort to minimize trial interruptions thereby maximizing the use of jury time.
4. The attorneys are directed to meet prior to jury selection to discuss jury instructions and verdict forms. At the time of jury selection the attorneys will present jury instructions and verdict forms to the Court in the following form:

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- A. One packet of instructions/verdict forms upon which the parties agree.
 - B. One packet of remaining proposed instructions/verdict forms requested by each party to which the other party objects.
5. All Motions in Limine shall be filed at least five (5) days before the commencement of trial and a courtesy copy of the motion shall be delivered to the judge's office. Whenever possible, Motions in Limine should either be special set or set for uniform motion calendar hearing (depending upon the amount of time needed).
 6. During trial days it is necessary to lock the courtroom during the lunch hour. If requested, a conference room will be made available to the attorneys/parties outside the courtroom.
 7. No food or drinks are permitted in the courtroom with the following exception: The attorneys may bring bottled water for their personal use during trial. However, the water shall be kept underneath the counsel tables out of the sight of jurors.
 8. For all media equipment requests for trial, please complete the Courtroom Media Request form located on the 15th Circuit Court webpage. Click on FOR ATTORNEYS for the form. Complete the form and email it to Court Technology at least 5 days prior to trial. The judicial assistant does not handle any courtroom issues or requests regarding equipment used for trials.

DONE AND ORDERED at West Palm Beach, Palm Beach County,

Florida, on this 17th day of January, 2017.