



- C. A party requiring authentication of an offered exhibit must notify the offering counsel in writing within 7 days after the exhibit is listed and made available; failure to object in writing before trial concedes authenticity.
- D. All objections to admissibility of exhibits must be filed at least 20 days before trial; the Court must be notified in writing of disputes, with copies of the disputed exhibit and legal authority. The parties must schedule a hearing on all pending objections no later than 7 days before trial. Failure to object and obtain a ruling will be deemed a waiver of the objection.
- E. At trial, the first action a party will take during its case-in-chief will be to offer its exhibits into evidence.

**11. Witnesses.**

- A. Attach a Witness List with the names and addresses of witnesses to be called, along with a brief statement of the nature of their testimony.
  - (1) The Court requires any testifying witness to execute an affidavit in all 8 U.S.C. § 1503 cases. The parties will submit all affidavits in conjunction with the joint pretrial order.
- B. If other witnesses to be called at the trial become known, their names, addresses, and subject of their testimony will be reported to opposing counsel in writing as soon as they are known; this does not apply to rebuttal or impeachment witnesses.

12. **Settlements.** State that all settlement efforts have been exhausted, and the case will have to be tried.

13. **Trial.** State the estimated length of trial and any potential logistical programs, including availability of witnesses, out-of-state people, bulky exhibits, and documentation.

14. **Attachments.** Each party must file as a separate document (captioned, signed by counsel, and with service certified) the following required attachments in duplicate:

**A. For a Jury Trial:**

- (1) Proposed questions for the *voir dire* examination.
- (2) Proposed jury charge, including instructions, definitions, and special interrogatories, with authority.

**B. For a Non-Jury Trial:**

- (1) Proposed findings of fact and conclusions of law.
- (2) Conclusions of law with authority

Approved:

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Attorney-in-Charge, Plaintiff(s)

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Date

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Attorney-in-Charge, Defendant(s)

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Date