Honorable Lauren King

PRETRIAL CONFERENCE CHECKLIST (Criminal Jury Trial)

Case Name:

Cause No.

Government’s Counsel:

Defendant’s Counsel:

Trial Date:

Estimated Length of Trial:

**Trial Schedule:**

Upcoming Deadlines:

Pending Motions:

**Jury Pool:**

**Jury Selection:**

Court’s General Voir Dire:

Counsel’s Proposed General Voir Dire:

Attorney-Conducted Time Allowed for Attorney Questioning: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Cause Challenges / Peremptory Challenges

Number of Peremptory Challenges: Pursuant to FRCrP 24

Number of Jurors for Voir Dire

Number of Alternates:

**Court’s Preliminary Instructions to the Jury:**

Opening Statements:

Length of Opening Statements: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Procedure for Openings (e.g., Podium and Use of Exhibits During Openings)

Use of Charts, Diagrams, Timelines, and/or Exhibits to be Used During Opening Statements

Government’s Witnesses:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Defendant’s Witnesses:

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Requirement that counsel inform each other of the next day’s witnesses

Special Witness Needs/Issues (e.g., witnesses that need special accommodation such as out-of-town witnesses, witnesses with disabilities, witnesses that need interpreters)

Exhibits Procedure: Handout has been provided to the parties.

Courtroom Technology/Presentation of Exhibits: Please refer to Judge King’s chambers procedures on the Court’s website at

<http://www.wawd.uscourts.gov/judges/king-procedures>

Sidebar Conferences / Defendant’s waiver of presence at sidebar conferences

Juror Notetaking – Notebooks before or after opening statements?

Stipulations of the Parties

Additional Notes:

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