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**IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF ARIZONA**

United States of America,

 Plaintiff,

v.

,

 Defendant.

No. CR-

**ORDER SETTING FINAL
PRETRIAL CONFERENCE
(CRIMINAL)**

A Final Pretrial Conference has been set for
IT IS ORDERED that the parties shall file with the Clerk of the Court the following documents **five (5) business days** before the Final Pretrial Conference¹:

- (1) Joint statement of the case,
- (2) Joint witness list,
- (3) Joint voir dire questions,
- (4) Joint jury instructions (see attached instructions),
- (5) Joint verdict form,
- (6) Motions in limine,
- (7) Any other pretrial motions.

¹ A copy of the documents shall be delivered to the Court and shall be three-hole punched on the left side of the page.

1 Responses to motions in limine and other pretrial motions shall be filed with the
2 Clerk of the Court **three (3) business days** before the Final Pretrial Conference. No
3 Replies shall be filed.

4 **IT IS FURTHER ORDERED** that the attorneys who will be responsible for the
5 trial, as well as the Defendant, shall attend the Final Pretrial Conference. Counsel shall
6 bring their calendars so that trial scheduling can be discussed. Counsel shall be prepared
7 to discuss each of the items set forth above, as well as the following:

- 8 (8) Trial schedule,
- 9 (9) Voir dire procedures,
- 10 (10) Number of witnesses,
- 11 (11) Number of exhibits,
- 12 (12) Marking of exhibits and copies for the court,
- 13 (13) Special equipment needs,
- 14 (14) Need for an interpreter.

15 **IT IS FURTHER ORDERED** that the parties shall submit their proposed voir dire
16 questions, joint statement of the case, and jury instructions Word format by email to
17 Christine_Boucher@azd.uscourts.gov.

18 **IT IS FURTHER ORDERED** that in order to facilitate the creation of an accurate
19 record, the parties shall file a "Notice to Court Reporter" **five (5) business days** before trial
20 containing the following information that may be used at trial:

- 21 (a) Proper names, including those of witnesses.
- 22 (b) Acronyms.
- 23 (c) Geographic locations.
- 24 (d) Technical (including medical) terms, names or jargon.
- 25 (e) Case names and citations.
- 26 (f) Pronunciation of unusual or difficult words or names.

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IT IS FURTHER ORDERED that the parties shall promptly notify the Court if settlement is reached.

IT IS FURTHER ORDERED that counsel shall review Judge Campbell's statement of Trial Conduct and Decorum before the Final Pretrial Conference. A copy can be found on the Court's website at www.azd.uscourts.gov under Judges' Information, then, Orders, Forms and Procedures.

1 The parties shall submit a joint list of proposed jury instructions. The list shall contain four
2 sections.

3 I. Section I shall contain model instructions. If an instruction is requested by both
4 parties, the instruction shall be preceded by "ST" (stipulated). If the instruction is
5 requested by only one party, the instruction shall be preceded by either "PL"
6 (Plaintiff) or "DF" (Defendant).² For example:

7 EXAMPLE OF MODEL INSTRUCTIONS:

- 8 ST § 3.1 Duties of Jury to Find Facts and Follow Law
9 ST § 3.2 Charges Against Defendant Not Evidence - Presumption of Innocence
10 DF § 3.3 Defendant's Decision Not to Testify
11 DF § 3.4 Defendant's Decision to Testify
12 ST § 3.5 Reasonable Doubt - Defined
13 PL § 3.6 What is Evidence
14 DF § 3.7 What is Not Evidence
15 ST § 3.8 Direct and Circumstantial Evidence
16 ST § 3.9 Credibility of Witnesses
17 ST § 3.10 Evidence of Other Acts of Defendant or Acts and Statements of
18 Others
19 DF § 3.11 Activities Not Charges
20 DF § 3.12 Separate Consideration of Multiple Counts
21 PL § 3.17 Intent to Defraud - Defined

22 II. Section II shall contain any non-model instructions to which the parties have
23 stipulated.

24 III. Section III shall contain any non-model instructions requested by Plaintiff
25 (numbered consecutively). Plaintiff shall include citation to authority to support the
26 requested instruction. Defendant shall state all objections to such instruction
27 immediately following the instruction and Plaintiff's authority. Defendant shall
28 support any objection with citation to authority. If Defendant offers an alternative
instruction, such alternative instruction shall immediately follow Defendant's
objection.

IV. Section IV shall contain any non-model instructions requested by Defendant
(numbered consecutively). Defendant shall include citation to authority to support
the requested instruction. Plaintiff shall state all objections to such instruction
immediately following the instruction and Defendant's authority. Plaintiff shall
support any objection with citation to authority. If Plaintiff offers an alternative
instruction, such alternative instruction shall immediately follow Plaintiff's
objection.

² If multiple Defendants, identify which Defendant.