

IN THE COUNTY COURT OF THE THIRTEENTH JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA, IN AND FOR HILLSBOROUGH  
COUNTY GENERAL CIVIL DIVISION

\_\_\_\_\_  
Plaintiff(s),

vs.

Case No: \_\_\_\_\_

Division: \_\_\_\_\_

\_\_\_\_\_  
Defendant(s).  
\_\_\_\_\_ /

**UNIFORM PRETRIAL CONFERENCE ORDER (JURY TRIAL)**

*(Revised September 22, 2014)*

In accordance with section 7(i) of this court's previously entered UNIFORM ORDER  
SETTING CASE FOR TRIAL AND PRETRIAL CONFERENCE, the undersigned have met and  
drafted this UNIFORM PRETRIAL CONFERENCE ORDER for the jury trial scheduled during the  
week(s) of \_\_\_\_\_:

\_\_\_\_\_, for Plaintiff.  
(signature)

\_\_\_\_\_, for Defendant.  
(signature)

**1. Concise statement of the nature of the case (to be read to the jury):**

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

2. Necessity or desirability of amendments to pleadings:

---

---

---

3. Issues of fact for the jury to determine:

---

---

---

---

---

4. Number of peremptory challenges: \_\_\_\_\_

5. Admissions or stipulations to avoid unnecessary proof:

---

---

---

---

---

6. List of witnesses with addresses attached (*Attach regardless of whether previously filed*).

7. Potential problems with the attendance or scheduling of witnesses:

---

---

---

8. Limitations on the number of witnesses (e.g. expert witness, “before and after” witnesses, etc., to prevent cumulative testimony): \_\_\_\_\_

---

---

9. List of special damages attached with stipulations as to relevance, materiality, reasonableness or necessity, or any combination. *(Attach regardless of whether previously filed).*

10. Concise statement of any disputed issues of law, evidence, or procedure for the court to determine *(each counsel shall also attach a statement of position as to each issue together with supporting legal citations and a copy of each case cited):*

---

---

---

---

---

11. Time allowed for each opening statement: \_\_\_\_\_

12. Time allowed for each closing argument: \_\_\_\_\_

13. Stipulations (checked):

a) Less than 6 jurors if one becomes incapacitated \_\_\_\_\_

b) Use of expert testimony anytime \_\_\_\_\_

c) Waive x-ray and other technicians \_\_\_\_\_

d) Waive records custodians \_\_\_\_\_

e) Copies of ordinances or foreign laws \_\_\_\_\_

f) Other: \_\_\_\_\_

14. Judicial Notice: \_\_\_\_\_

---

---

15. Estimated length of trial: \_\_\_\_\_

**16.** Objections to deposition testimony which is to be read or otherwise presented into evidence:

---

---

---

---

---

**17.** View of scene necessary or requested: \_\_\_\_\_

**18.** Elements of surprise or surveillance: \_\_\_\_\_

---

---

**19.** Answers to written interrogatories or admissions pursuant to requests for admissions which a party desires to offer into evidence at trial, together with any objections thereto. (*Attach regardless of whether previously filed*).

**20.** List of pending motions: \_\_\_\_\_

---

---

---

---

**21.** Settlement possibilities: \_\_\_\_\_

**22.** List of all photographs, documents and exhibits attached. (*Attach regardless of whether previously filed*). Counsel shall confer prior to trial, and shall initial all photographs; documents and exhibits which they agreed shall be received in evidence.

**23.** List of audio-visual equipment, multi-media technology and personnel that will be utilized and provided, during trial: \_\_\_\_\_

---

---

---

A party requesting that any audio-visual equipment, multi-media technology or personnel be provided by the Court Business Center (CBC) shall contact CBC at (813) 272-5520 at least 7 days prior to the pretrial conference in order to reserve such equipment and personnel, and to obtain a cost estimate and make any necessary financial arrangements. A party requesting CBC equipment or personnel may complete the online rental form at: <http://www.fljud13.org/Forms/CourtEquipmentRental.aspx>.

**24.** The court reporter at trial will be:

- a. (Name) \_\_\_\_\_
- b. (Address) \_\_\_\_\_
- c. (Telephone) \_\_\_\_\_

**25.** All challenges to jurors based upon their responses to the written questionnaire or voir dire questioning, based on any nondisclosures or misstatements that are reasonably discoverable (e.g., ISO or public records searches), must be brought to the attention of the trial judge and opposing counsel before the jury is excused to deliberate.

**26.** This UNIFORM PRETRIAL CONFERENCE ORDER shall control the subsequent course of this action. Failure to comply with the requirements of this Order will subject the party or counsel to appropriate sanctions.

IT IS ORDERED in Tampa, Hillsborough County, Florida, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
COUNTY JUDGE

Copies Furnished To: