

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



vs. Plaintiff(s),

CASE NO.

DIVISION:

Defendant(s).

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UNIFORM PRE-TRIAL CONFERENCE ORDER (NON-JURY TRIAL)

(Revised May 1, 2008)

Present:

for Plaintiff.

,

for Defendant.

,

1. Statement of the case:
2. Amendments to pleadings:
3. Issues:
4. Admissions to avoid unnecessary proof:
5. List of witnesses with addresses attached.
6. Any problems with attendance of witnesses:

7. Limitations on the number of witnesses (e.g. expert witness, "before and after" witnesses, etc., to prevent cumulative testimony):
8. List of special damages attached with stipulations as to relevance, materiality, reasonableness and/or necessity.
9. Other than routine matters of law, evidence or procedures that may arise, with attached memoranda when anticipated to be necessary:
10. Time allowed for each opening statement:
11. Time allowed for each closing argument:
12. Stipulations (checked):
 - a) Use of expert testimony anytime
 - b) Waive x-ray and other technicians
 - c) Waive records custodians
 - d) Copies of ordinances or foreign laws
 - e) Other
13. Necessity of taking judicial notice:
14. Estimated length of trial:
15. Resolution of any objections to depositions to be read into evidence:
16. View of scene necessary:
17. Elements of surprise or surveillance:
18. All discovery complete:
19. List of pending motions:
20. Settlement possibilities:

21. List of all photographs, documents and exhibits attached. (*Please 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.

22. Presentation aids: Audio visual equipment and multi-media technology and personnel will be utilized and provided, during trial, as indicated on the attached Technology Equipment and Personnel Checklist (Attachment "A"). Any party requesting that any audio visual equipment and multi-media technology or personnel be provided by the Court Business Center (CBC) shall contact CBC (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. Any party requesting CBC equipment or personnel shall provide CBC with a copy of the attached Technology Equipment and Personnel Checklist (Attachment "A") at least 7 days prior to the pretrial conference

23. The court reporter at trial will be:

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

24. Failure to comply with the requirements of this Order will subject the party and/or counsel to appropriate sanctions.

DONE AND ORDERED in Chambers, at Tampa, Hillsborough County, Florida, this
day of , 20 .

COUNTY JUDGE

Copies furnished to:

Technology Equipment and Personnel Checklist

Presentation aids: The following audio visual equipment and multi-media technology and personnel will be utilized during trial, and provided as indicated:

<u>Equipment & Personnel</u>	<u>To be provided by litigant</u>	<u>Court Business Center</u>
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Flat Screen Plasma Displays
(18", 33" or 50" screen)

Projection Devices
(overhead projector and screen,
electronic whiteboard, LCD data
projectors & screens, x-ray view box,
video-tape player)

Media Presentation Formats
(CD ROM, DVD, TV/VHS combo,
3.5 floppy, VHS, audio cassette)

Other Electronic Presentation Aids
(monitors, lap top computers,
teleconferencing):

Equipment Technicians

Technical Orientation/Training

Any party requesting any of the above listed equipment, services, training, or personnel be provided by the Court Business Center (CBC) shall contact CBC (813) 272-5520 at least 7 days prior to the pre-trial conference.

Attachment "A" to the UNIFORM PRE-TRIAL CONFERENCE ORDER