

SUPERIOR COURT OF CALIFORNIA, COUNTY OF RIVERSIDE

TRIAL RULES

Department PS2

(Effective 04/01/2015)

Trial counsel shall comply with the following requirements:

1. Non-refundable Jury fees of \$150.00 are to be deposited prior to trial or jury is waived pursuant to CCP § 631 et. seq. At commencement of trial, and each day of trial thereafter, counsel are directed to pay their share of the daily jury fees and court reporter fees directly to the clerk's office and provide a copy of the receipt to the courtroom assistant.
2. Motions in limine shall be filed and served so opposing counsel receives them on or before 4:00 p.m. three (3) weeks prior to the date of trial. All motions shall be numbered consecutively. Oppositions to all motions in limine shall be filed and served ten (10) days prior to trial.
3. Parties shall prepare and exchange and file with the court a neutral non-argumentative joint statement of the case suitable for reading to the venire panel, a joint witness list which includes the name, place of residence and occupation of each witness, a joint exhibit list, proposed jury instructions, filled in and without brackets, and proposed verdict forms on or before six (6) days prior to the date of trial.
4. No later than ten (10) days prior to trial the parties shall meet and confer regarding the proposed joint statement of the case, joint witness list, joint exhibit list, assigning exhibit numbers to exhibits (plaintiff shall number exhibits plaintiff intends to offer starting with 1; the parties shall designate a number range for plaintiff's exhibits, then assign a number range for each other party so that there will be a sufficient range of numbers available to each party and so that each document receives only one number), proposed jury instructions, and proposed verdict forms.
5. On or before 4:00 p.m. the 4th calendar day before trial, lead trial counsel for each party shall file and serve a declaration confirming that items 2 and 3 above have been completed in good faith. The declaration shall set forth a concise statement of all agreed upon issues as well as a concise statement of any unresolved issues.
6. On the first day of trial, each party shall bring to the trial department a sufficient number of sets of exhibits it intends to offer so that the court, the courtroom assistant, witnesses, and all counsel will have a copy. Every page of exhibits is to be Bate stamped. Exhibits are to be on 8 1/2 x 11 inch paper and shall be

placed in 3-ring binders. Exhibit sets shall be numbered consecutively using the numbers designated as required in paragraph 3 above. Dept. PS2 has an ELMO projector for counsel's use to present photos, charts, and other exhibits.

7. Jury instructions shall be submitted in two groups:
 - Agreed; and
 - Disputed

These instructions should only contain text as you wish it delivered by the court to the jury.

8. Court expects to hear trial Monday through Thursday from 9:30 a.m. to Noon and from 1:30 p.m. to 4:30 p.m.
9. Ex Parte applications will be heard Monday through Friday at 8:30 a.m. The Court may exercise its discretion to deny or grant an ex parte application without a hearing.