**Plaintiff Pretrial Matters Procedure**

* Judge will say: “Are there any pretrial matters?”
* If Judge doesn’t say that: “Your honor, the prosecution has a few pretrial matters before we begin”
* Plaintiff has to go first in pretrial matters.
* Pretrial Matters:
  + \*if judge doesn’t have you make introductions\* ‘Your honor, may the Prosecutionteam introduce ourselves to the court?”
    1. Refer to Introduction Script
  + “Is it assumed that all witnesses have been previously sworn in?”
  + “Your honor, would the judge and jurors like copies of any or all exhibits?”
  + \*\*\*\*\*if you want to be extra\*\*\*\* “The Plaintiff would like the jury to know that the exhibits have been previously numbered but may not be entered in numerical order”
* “Thank you, your honor, we have no further pretrial matters.”

**Defense Pretrial Matters Procedure**

* Judge will say: “Are there any pretrial matters?”
* If Judge doesn’t say that: “Your honor, the defense has a few pretrial matters before we begin”
* Prosecution has to go first in pretrial matters but if they fail to begin pretrial then say “Excuse me your honor, the defense has a few pretrial matters before we begin”
* Pretrial Matters:
  + \*if judge doesn’t have you make introductions\* ‘Your honor, may the Prosecution/Defense introduce ourselves to the court?’
    1. Refer to the introduction script
  + “Your honor, at this time the Defense would like to move the court’s attention towards
  + “Is it assumed that all witnesses have been previously sworn in?”
  + “Would your honor like to have copies of exhibits as they are entered?”
  + \*\*\*\*\*if you want to be extra\*\*\*\* “The Defense would like the jury to know that the exhibits have been previously numbered but may not be entered in numerical order”
* “Thank you, your honor, we have no further pretrial matters.”