

UNITED STATES DISTRICT COURT  
NORTHERN DISTRICT OF OHIO  
EASTERN DIVISION

UNITED STATES OF AMERICA,	)	CASE NO: [CASE NO.]
	)	
Plaintiff,	)	MAGISTRATE JUDGE MCHARGH
	)	
v.	)	
	)	
[DEFENDANT],	)	
	)	<u>CRIMINAL PRETRIAL ORDER</u>
	)	
Defendant(s).	)	
	)	

The Trial of this matter is scheduled to commence on [TRIAL DATE/TIME (70 DAYS)], in Courtroom 9B, United States Court House. Final Pretrial is set for [FINAL PRETRIAL DATE/TIME (1-2 WKS BEFORE TRIAL)]. Discovery is to be completed by [DISCOVERY DDL (30 DAYS PRIOR TO TRIAL)] .

The attention of counsel for all parties is specifically directed to General Order No 119 of the United States District Court for the Northern District of Ohio, adopted September 11, 1990 (Jury Utilization Management Plan), which provides that "plea negotiations must be completed by a date certain in advance of the scheduled trial." Accordingly, the Court will not accept a plea agreement which is submitted later than one day prior to the trial date.

It is the responsibility of counsel to notify the Court in writing immediately of any failure to provide discovery material. The Court will not continue a scheduled trial because of a failure to provide discovery if this requirement has not been complied with.

Motions:

Pretrial motions, including motions to suppress, shall be filed on or before **[MOTIONS DDL (1 WK FROM DISC DDL)]**. Briefs In Opposition shall be filed on or before **[RESPONSE DDL (1 WK FROM MOTION DDL)]** . **Suppression Hearing will be held on the date of the Final Pretrial.** It is expected that every motion filed will be supported by a substantial foundation and that such foundation will be explicitly stated in the motion pursuant to Local Rule 12.1.

Trial Documents:

The following trial documents are to be submitted to the Court not later than 4:00 p.m., two working days prior to the final pretrial.

1. Counsel for the parties are directed to confer in person, agree upon stipulations, and reduce them to writing. Stipulations are to be signed by all counsel and submitted to the Court.
2. Counsel for the parties are directed to confer in person and, to the extent possible, agree upon and submit to the court a complete set of jury instructions. Additional proposed jury instructions, which are disputed by the parties, must be submitted to the Court and opposing counsel. Such proposed jury instructions shall be supported by legal authority.  
**THE COURT INTENDS TO ADHERE AS CLOSELY AS POSSIBLE TO PATTERN CRIMINAL JURY INSTRUCTIONS ISSUED BY THE SIXTH CIRCUIT AND THE FEDERAL JUDICIAL CENTER.**
3. Counsel for the parties are directed to submit to the Court, in writing, a list of voir dire questions.
4. Counsel for the parties are directed to submit to the Court appropriate memoranda, with citations to legal authority, in support of evidentiary questions and any other legal issues which may reasonably be anticipated to arise at trial.
5. Counsel for the parties are directed to submit to the Court an estimate of the length of trial.

Exhibits:

Prior to trial, counsel for the parties are also directed to complete the following:

1. In the event that demonstrative evidence, such as models or sketches, are intended to be used at trial, counsel are ordered to exchange this

evidence no later than two (2) days prior to the date of trial.

2. All exhibits must be marked before trial in accordance with Local Rule 23.2.
3. One (1) copy of all exhibits to be used at trial shall be submitted to the Court in a binder, along with an index of the exhibits, not later than the morning of the trial.

The Court will not allow exhibits to be given to the jury during trial without prior approval of the Court. If the Court approves such a request, sufficient copies for each juror must be provided in order that all jurors may view the exhibit simultaneously.

Continuances:

The Court will not grant a continuance of a trial or hearing without a written motion stating the reason for the continuance. The Court will not consider any motion for a continuance due to a conflict of trial assignment dates unless a copy of the conflicting assignment is attached thereto.

Use of Electronic Courtroom

Counsel shall submit a request to use the electronic courtroom at least sixty (60) days prior to trial because the availability of the courtroom cannot be assured and because mishaps can occur with the electronic equipment, counsel shall be prepared at all times to proceed with trial without the use of the electronic equipment. The court will not postpone trial in the event of an electronic equipment failure. Evidence which a party intends to introduce electronically at any time during trial shall be disclosed to the court and opposing counsel at least ten (10) days before trial.

IT IS SO ORDERED.

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KENNETH S. MCHARGH  
UNITED STATES MAGISTRATE JUDGE

DATED: [DATE OF ORDER]