

TRIAL PROCEDURES
FOR SENIOR UNITED STATES DISTRICT JUDGE JOHN EDWARDS CONWAY

TRIAL COUNSEL, your compliance with the following is required:

1. Please be on time for each court session. Trial engagements take precedence over any other business. If you have matters in other courtrooms, arrange in advance for the handling of such matters by you or have an associate handle them for you.
2. Court time may not be used for marking exhibits. This must be done in advance of the court session.
3. Please stand whenever you address the Court. This includes the making of objections.
4. Remain behind the podium at all times except when handing exhibits to a witness.
5. In your opening statement to the jury, do not argue the case and do not discuss the law. Confine yourself to a concise summary of the important facts. Do not describe in detail what particular witnesses will say.
6. If you intend to question a witness about a group of documents, avoid delay by having all of the documents with you when you start the examination.
7. Do not greet or introduce yourself to witnesses. Commence your examination without preliminaries.
8. Refer to all parties and witnesses by their last names (e.g., Dr. Jones, Mr. or Ms. Smith) at all times.
9. When you object in the presence of the jury, make your objection short and to the point. Do not argue with the ruling of the Court in the presence of the jury. Do not make motions (e.g., a motion for a mistrial) in the presence of the jury. Such matters may be raised at the first recess without waiving any rights by such delayed motions.
10. Do not face or otherwise appear to address yourself to jurors when questioning a witness.
11. The Court will instruct the jury before closing argument. You may refer to specific instructions in your closing argument.

THANK YOU FOR YOUR COOPERATION.