

## PREPARATION OF JURY INSTRUCTIONS

Please prepare your proposed jury instructions in accordance with these directions.

1. Submit an unnumbered **original** set of instructions, in **ALL CAPS**, without citations. (Fig. 1). This set of instructions will be used by Judge Svet and will be those submitted to the jury.
2. Submit a numbered **original** set of instructions, in **ALL CAPS**, with citations and **two (2) copies**. The instructions shall list authority at the bottom of each instruction. (Fig. 2) The original with citations will be filed with the Clerk as a pleading.
3. Submit **no more than one** instruction to a page.
4. Carefully **proofread** each instruction for errors in spelling, grammar, punctuation and citations, and for unintended deviations from pattern instructions used as sources.
5. Submit a cover sheet on all sets of instructions.
6. **IF YOUR OFFICE HAS WORDPERFECT 5.1 OR LATER, PLEASE SUBMIT A HARD 3.5" DISKETTE OF ALL YOUR INSTRUCTIONS SO THAT CHANGES MAY BE MADE BY THE JUDGE'S CHAMBERS.**
7. If your proposed jury instructions do not comply with the above, they will be refused.
8. If the New Mexico Uniform Jury Instructions are not applicable, please use the pattern instructions from the Fifth Circuit to the extent possible.

Fig. 1 - clean copy

Fig. 2 - w/citation