

JUDGE ZURZOLO'S PROCEDURES:

TRIALS and EVIDENTIARY HEARINGS

If these instructions are not followed explicitly, sanctions may be imposed.

A. BRIEFS

- LBR Reference** Please comply with LBR **9013-2**
- Judge's Copy** * Please comply with LBR 5005-2(d)
 * Please comply with Court Manual Sections 2-5(d), 3-5(b) and Appendix F

B. EXHIBITS

- LBR Reference** Please comply with LBR **9070-1**
- Identification** Per LBR 9070-1(a)(2):
 * **Numbers**: plaintiff/movant's exhibits must be marked with numbers in increasing order
 * **Letters**: defendant/respondent's exhibits must be marked with letters in alphabetical order.
- Tags** All parties presenting exhibits have the responsibility to tag their own exhibits prior to the start of trial. Exhibit tags may be obtained from the courtroom deputy in Room 941 or the court recorder prior to the trial.
- # Copies** * Please bring **one original set** (court recorder)
 * Please bring **at least 4 sets of copies** (1/each counsel, 1/judge, 1/witness)
- Exhibit Register** All parties presenting exhibits must prepare an exhibit register on Form B 3024 "EXHIBIT REGISTER AND NOTICE RE DISPOSITION OF EXHIBITS" available on the court's website, www.cacb.uscourts.gov, under "Court Forms."