

1 Case No.

2 IN THE JUSTICE COURT OF CARSON CITY TOWNSHIP
3 IN AND FOR CARSON CITY, STATE OF NEVADA

4
5 THE STATE OF NEVADA,

6 Plaintiff,

7 vs.

8 ,

9 Defendant.

CRIMINAL SCHEDULING ORDER

10
11
12 The trial by jury in the above entitled matter is scheduled to begin , at 8:30 a.m.,
13 for two (2) days in the Specialty/Small Claims Courtroom, located on the third floor of the
14 Carson City Courthouse.

15 IT IS ORDERED:

16
17 1. Counsel and the parties shall appear for a status conference on at 11:00 a.m.
18 in Department I, Justice Court, Carson City, Nevada. Plea negotiations, if any, shall be
19 completed by that date, with all negotiations communicated to the defendant.

20
21 2. Motions to Suppress shall be filed 7 weeks prior to trial date. All other motions are to
22 be filed not less than fifteen (15) days before the trial; oppositions filed not less than 10 days
23 before the trial and reply briefs and requests to submit filed not less than 7 days before the trial.
24 See, NRS 178.472 for computation of time. *The failure to file an opposition may be considered*
25 *consent to the merit raised in the motion. Reply briefs are optional, but counsel must inform*
26 *the court that no reply briefs will be filed.* The Court will set a hearing on the Motions prior to
27 the trial date.
28

1 No pleadings or motions may be **filed** after the dates set forth herein without leave of court upon
2 good cause shown. See, NRS 174.125(3).

3 3. The State and Defense shall comply with all discovery requirements and requests prior
4 to trial.

5 4. If any parties or witnesses require an interpreter, counsel will ensure they are familiar
6 with this Court's Interpreter Policy and make arrangements as necessary. For a copy of the Court
7 Interpreter Policy, any questions regarding the policy, or for assistance in locating a certified
8 and/or approved alternate interpreter, counsel are encouraged to contact the Court's staff
9 interpreter at (775) 283-7478.
10

11 5. The Court Clerk's Office will contact counsel approximately one week prior to the
12 commencement of trial to arrange a date and time to mark all trial exhibits. Counsel will be
13 expected to stipulate to the admission of exhibits whenever possible.
14

15 6. The Court Clerk's Office will e-mail the completed juror questionnaires in PDF
16 format to trial counsel 10 calendar days and 5 calendar days before trial.
17

18 7. Counsel shall contact this Court's Technology Project Coordinator at (775) 283-7257
19 no later than one week prior to the commencement of trial if they intend to use the media cart for
20 the trial and will arrange a date and time before the day of trial to complete a trial run of the
21 equipment to be used.

22 8. If either party believes extraordinary security measures should be utilized, for
23 example, shackling the defendant, use of a stun belt, or extra security personnel, the party will
24 file a motion, including points and authorities and affidavits supporting factual allegations, under
25 the deadlines set out in paragraph two.
26

27 9. The parties shall submit a trial statement ten (10) judicial days before the trial is to
28 begin which includes:

- a. A concise statement concerning the facts of the case;
- b. Whether a Petrocelli or other hearings outside the presence of the jury will be necessary with points and authorities supporting the party's contentions;
- c. Points and authorities for other than routine evidentiary issues that may arise;
- d. The identity of witnesses;
- e. A list of voir dire questions the party wants the court to ask;
- f. Any witness or other scheduling issues;
- g. Counsel shall provide to the Court all proposed jury instructions. Any additional necessary jury instructions, based upon trial proceedings, may be submitted with leave of the court. An original and one copy of each instruction requested must be tendered to the Court. Copies must be numbered, indicate who tendered them to the Court, and state authority therefor.
- h. Any other matter that will assist in trying the case effectively and efficiently.

10. Counsel and the Defendant will appear at **8:30 a.m.** on the first day of trial to handle any pretrial issues. If the Defendant is in custody of the jail, civilian clothing must be provided to the jail the Friday before the start of the jury trial the following week.

11. The Defendant must be present for all hearings.

Dated this ____ day of _____, 20__.

KRISTIN N. LUIS
JUSTICE OF THE PEACE

CERTIFICATE OF MAILING

The undersigned, an employee of the Justice Court of Carson City Township, hereby certifies that on the _____ day of _____, 20____, I served the foregoing Criminal Scheduling Order, to counsel of record, as follows:

By depositing a copy thereof in the United States Mail at Carson City, Nevada, postage paid, addressed as follows:

Name of Office
Street Address
City, State, Zip Code

By depositing a copy thereof in the Departmental box for pick-up in the Justice Court Clerk's

Office:

Jason D. Woodbury, District Attorney

By facsimile to the Carson City Jail at (775) 887-2368.

TYPE FULL NAME
JUDICIAL CLERK