

## **CALENDAR CALLS AND WEEKLY TRIAL CALENDARS**

Monthly calendars showing the dates for Calendar Call and jury trial weeks; lists of cases set for calendar call; as well as the weekly listing of jury trial cases set for trial can be found on Judge Geiger's page on the 19<sup>th</sup> Circuit website. These will be updated frequently as time permits.

### **CALENDAR CALLS**

Calendar Calls are the court proceeding in which Jury Selection Week is chosen.

**Copies of the Court's Calendar Call Dockets will not be mailed out prior to the Calendar Calls**, but a copy will be available in the courtroom the day of Calendar Call for your convenience. It is suggested that the parties review the court's trial weeks prior to Calendar Call and be ready to announce a mutually agreeable date for trial.

**Review your order setting pre-trial procedures carefully as compliance with the pretrial order is required. DO NOT** assume that because the other side has not complied with the pre-trial order that you are excused from compliance.

**A continuance of the trial DOES NOT EXTEND THE DEADLINES SET IN THE ORDER SETTING PRE-TRIAL PROCEDURES.** Any extension of deadlines set by the order setting pre-trial procedure must be approved by a subsequent court order. The Order of Continuance of trial is not prepared by the Judicial Assistant, but rather by the attorney.

**Telephonic appearance is not permitted at Calendar Call. You must appear in person** at Calendar Call or have someone stand in for you with your current calendar information and who is advised of your estimate of how long the trial will last.

**If a case settles, plaintiff's counsel must fax a letter** advising the court the case has settled so that it may be removed from the calendar call. Motions for continuance **will not** be entertained at Calendar Call, and *must be heard prior to the Calendar Call*. Motions for continuance must be in strict compliance with Rule 1.460.

## **JURY SELECTION DOCKETS**

Multiple cases will be scheduled for jury selection each trial week, and the order in which the cases will be called up for jury selection will be decided at Calendar Call. The weekly trial calendars will be posted to Judge Geiger's webpage as quickly as possible. It will be the attorney or pro se party's responsibility to track the case progression on the weekly trial calendar.

**Counsel must be ready and appear the morning the case is set for jury selection, even if you assume your case will not proceed because cases set ahead of yours have not settled or been continued.** Emergencies come up requiring the court to continue cases set ahead of yours, and cases settle at the last minute, so always assume your case will be proceeding to trial. If your case is not reached for trial, the court will need to decide if the case will be re-set for calendar call or jury selection, depending on issues surrounding having witnesses available for the next trial date. If the case is "rolled over" for jury selection because the case is not reached (and not because a party obtained a continuance), the case will take priority over other previously set cases on the next time the case comes up for jury selection.

**If a case settles, plaintiff's counsel must fax a letter** advising the court the case has settled so that it may be removed from the jury Selection Docket. If you have not notified the judge's office by fax that the case has been settled ***by noon the Friday before Jury Selection Docket, an order to show cause will be served on plaintiff's counsel requiring personal appearance before the court. If a jury venire shows up because the court was not timely advised the case was settled, counsel for plaintiff will be taxed the costs of the appearance of the jury venire.***

**DO NOT CALL THE JUDICIAL ASSISTANT TO SEE WHAT CASES HAVE SETTLED.**

SEE THE LINK ON JUDGE GEIGER'S WEBPAGE FOR JURY TRIAL PROCEDURES.