

EXHIBITS

All exhibits should be marked prior to hearing or trial (e.g., Debtor's Exhibit 1 or Movant's Exhibit 1). You must prepare a sufficient number of copies of each exhibit to provide two copies to the Court, one of which will be the actual exhibit used or offered in evidence, and to provide a copy to each party. Don't forget a copy for yourself.

The court's copies should be delivered to Chambers at least one(1) week prior to the hearing or trial date. The use of unmarked exhibits at trial wastes time and usually reflects general confusion on the part of the party offering the exhibit. Where the number of exhibits is large, you should also bring to the trial or hearing a list of the exhibits, describing each one in enough detail to make it easy to distinguish one from another.

The court retains all exhibits offered in evidence until the order or judgment resolving the matter for which the exhibits were offered becomes final and no longer subject to appeal. If you do not pick up your exhibits from Chambers within 30 days after the order or judgment becomes final and no longer subject to further appeal, they will be deemed abandoned and the court may dispose of them.