

NUMBER: SECTION B

VERSUS

FIRST JUDICIAL DISTRICT COURT

CADDO PARISH, LOUISIANA

BENCH TRIAL SCHEDULING ORDER

Pursuant to counsel agreement, the above-captioned case is set for bench trial on _____.

Except for good cause shown thereafter, the following provisions shall be strictly enforced:

- Counsel may agree to extend the dates contained herein under the following circumstances:
 - The deadline in question has not yet passed; and
 - Counsel agrees that the extension will not impact any other dates contained herein OR counsel agrees to extend the impacted date as well; and
 - Counsel agrees that the trial date will not be impacted OR agrees to promptly file for a continuance of trial; and
 - Counsel notifies the court in writing of the agreed modification and compliance with these requirements. A sample notification form can be found on the court's website: <https://www.judgeocallaghan.org/scheduling>.
- Amended and supplemental pleadings shall be filed no later than **14 days following the signing date of this scheduling order** and must recite the trial date.
- All discovery, other than what is, by its nature, ongoing must be completed no less than **90 days before trial**. Subsequent submissions of ongoing discovery shall be provided to all counsel **within five days of receipt**.
- All dispositive motions must be filed and served on opposing counsel not more than **60 days from the signature date of this scheduling order**.
- Any evidentiary motion must be filed no fewer than **45 days before trial**.
- Pretrial inserts, including names and addresses of all witnesses and numbered exhibits are due in writing to all counsel of record no later than **60 days before trial**.
- The proposed pretrial order is to be prepared, signed by all counsel of record, filed in the clerk's office, and provided to the court no less than **30 days before trial**.
- Plaintiff shall identify all expert witnesses and deliver to all counsel the C.V. and report prepared by each expert, including a complete statement of all opinion to be expressed and the basis and reasons therefor, **within 30 days** of the signing date of this scheduling order and defendants shall provide the same **within 75 days** of the signing date of this scheduling order. Updated expert reports must be provided to all counsel **within five days of receipt**. A witness whose report is not timely provided will not be allowed to testify as an expert at trial over objection absent a showing of good cause.

Prior to the filing of evidentiary and/or dispositive motions, moving counsel shall, using the court's online scheduler, make reasonable efforts to coordinate a hearing date with opposing counsel and include the selected date in the order. If no agreement can be reached, that shall be indicated in the motion and the hearing date will be selected by the court.

While not mandatory, **IT IS HIGHLY RECOMMENDED** that all parties furnish the Court with a Pre-Trial Brief that includes authority for action sought and any issues of quantum.

Counsel is directed to <https://www.judgeocallaghan.org/rules-and-procedures> for additional information on this court's policies and preferred practices.

Should this matter be passed from the docket, counsel shall notify all witnesses ahead of time or have a representative of their office present on the trial date to inform any witnesses not contacted in advance.

This order being signed on this the ____ day of _____, 2022, in Shreveport, Caddo Parish, Louisiana.

Judge Brady O'Callaghan

First Judicial District Court

Courtesy copies sent to:

by court staff on _/____/_____.

Service by mail to:

Plaintiff via counsel of record:
attorney

Defendant via counsel of record:
attorney