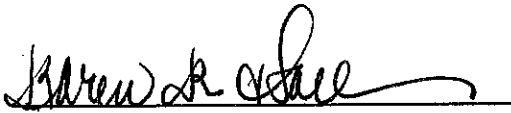


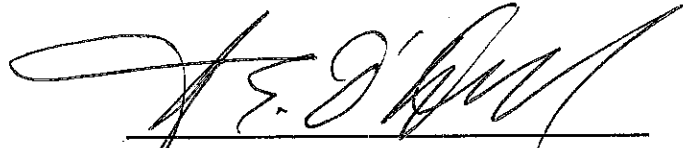
**IN THE CIRCUIT COURT OF MADISON COUNTY, ALABAMA
TWENTY-THIRD JUDICIAL CIRCUIT**

The Circuit Court Judges of the Twenty-third Judicial Circuit, having determined that it would be beneficial to the administration of justice in the Circuit Court of Madison County for a General Administrative order to be entered pertaining to a Standing Pre-Trial Order for all Civil Jury and Non-Jury Cases, hereby adopt and approve the attached Standing Pre-Trial Order for all Circuit Court civil cases in the Twenty-third Judicial Circuit where a specific Scheduling and/or Pre-trial order has not been entered.

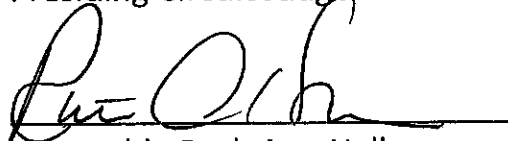
Done and Ordered this the 20th day of January, 2015



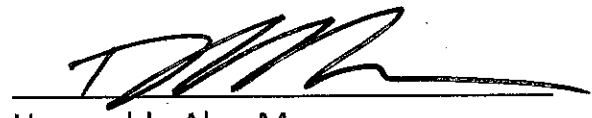
Honorable Karen K. Hall
Presiding Circuit Judge



Honorable Dennis E. O'Dell
Circuit Judge



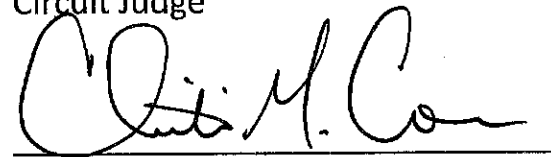
Honorable Ruth Ann Hall
Circuit Judge



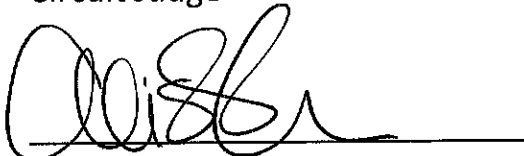
Honorable Alan Mann
Circuit Judge



Honorable Donna S. Pate
Circuit Judge



Honorable Chris M. Comer
Circuit Judge



Honorable Alison S. Austin
Circuit Judge

STANDING PRETRIAL ORDER FOR CIVIL CASES

1. **DISCOVERY.**

Discovery must be completed 30 days prior to trial.

2. **EXHIBITS AND WITNESSES.**

At least ten (10) days prior to trial, the parties will exchange lists stating the names and addresses of all witnesses and describing all documents, bills, reports, photographs, and other exhibits which they expect to introduce. Copies of such exhibits will be attached to the lists. (Such lists need not include witnesses or exhibits for impeachment purposes. The listing of a witness does not commit a party to have such witness available for trial or to call a witness to testify). Unless otherwise specifically agreed between the parties, the parties shall be precluded from offering any witnesses or exhibits not so identified (other than purely for impeachment purposes) unless relieved by the Court for good cause shown.

Upon such list being furnished, the other party shall – except to the extent written notice to the contrary is given within five days thereafter – be deemed to have agreed (for purposes of these actions only) that: the listed exhibits or their originals were kept in the ordinary course of business; copies of the listed exhibits may be used at trial to the same extent as originals (without accounting for originals); any photographs so listed fairly and accurately portray the scene therein depicted; and any bills for services or materials are reasonable in amount for services or materials therein billed.

3. **MARKING TRIAL EXHIBITS.** Each party shall mark and number each exhibit and furnish the Court Reporter with a list of exhibits, describing each by its corresponding number, prior to striking a jury.
4. **AUTHORITY FOR MEDICAL INQUIRY:** Upon motion of any party, the Court will enter a uniform HIPAA order.
5. **MOTIONS IN LIMINE:** Motions in Limine must be filed seven (7) days prior to trial.
6. **EXPERT WITNESSES:** Considering that the identity of expert witnesses is usually a question included in interrogatories, the parties are reminded of the duty imposed by Rule 26(e)(1)(B) to seasonably supplement responses. In any event, all parties must make initial disclosures of experts no later than 60 days prior to trial. Responsive experts must be disclosed no later than 30 days prior to trial.

“Disclosure” includes a statement of the subject matter on which each expert is expected to testify, as well as a summary of the facts and opinions to which each expert is expected to testify and the grounds for each. (Such disclosure does not apply to lay persons who are expected to testify as to speed of vehicles based on observation of the vehicles while in motion). Unless otherwise specifically agreed between the parties, the parties **shall be precluded from offering any expert witnesses not so identified** (other than purely for impeachment purposes) unless relieved by the Court for good cause shown.

7. **DISPOSITIVE MOTIONS** must be filed at least 60 days prior to trial. Any submissions exceeding twenty-five pages must be copied and delivered to the judge’s office as soon as practicable after the submission is e-filed.

8. **REQUESTED JURY CHARGES** must be emailed in MS Word Format to the Court's judicial assistant at least seven (7) days prior to trial.

9. **CONDUCT OF TRIAL**

a. Voir Dire: *Voir dire* examination of jurors' interest in stock or mutual insurance companies will be made by the Court upon request by any party.

b. Witnesses: Attorneys shall arrange in advance for all witnesses to be available as needed in order to ensure that there shall be no interruptions or delays. Any scheduling problems must be brought to the attention of the Court prior to trial if possible. Failure of a party to have a witness present when needed will NOT delay trial.