

SUPERIOR COURT OF CALIFORNIA
County of Marin



NOTICE

**Revision of the Uniform Local Rules of Court
for January 2024**

(California Rule of Court 10.613)

The Judges of the Marin County Superior Court have approved a draft set of proposed Local Court Rules. As authorized under CRC 10.613, they are posted on the internet at the following web page of the Court:

[Local Rules | Marin County Superior Court](#)

Should an individual or organization not have access to the internet, a printed copy of the local rules of court may be obtained at a cost of \$40.00 by writing the Court at:

Marin County Superior Court
Court Executive Officer
Attn: Local Rules of Court
P.O. Box 4988
San Rafael, CA 94913-4988
administration@marin.courts.ca.gov

Written comments or proposed changes should be submitted to the above no later than **Monday, October 30, 2023 by 4:00 p.m.**

Should you need additional information regarding the proposed revisions, please call Court Administration at (415) 444-7020, or email administration@marin.courts.ca.gov.

September 13, 2023



DRAFT

**Uniform Local Rules
of the
Marin County Superior Court**

JANUARY 1, 2024

2.15 ISSUE CONFERENCE

A. Attendance. ~~The~~ An Issue Conference shall constitute the first day of trial and will be held before the trial judge. ~~The conference will be set on the day of trial unless otherwise ordered.~~ Trial counsel for each party must attend such conference. The trial judge may also require all parties and claims representatives to attend.

B. Documents to be Filed for Issue Conference. Not later than ~~five (5)~~ ten (10) court days before an Issue Conference, each party shall file and serve the following:

1. Issue Conference Statement;
2. A proposed statement of the case to be read to the jury;
3. Proposed voir dire questions;
4. Proposed jury instructions;
5. Proposed verdict forms;

6. Motions *in Limine* (if any). All motions *in limine* must be in writing and consecutively numbered. ~~If excused by the Court from E filing, a party shall provide Courtesy copies of all *in limine* motions directly to the trial department. If a party submits more than five *in limine* motions, the party shall submit the courtesy copies in an indexed binder. Parties shall separately bookmark each motion with bookmarks meeting the requirements set forth in CRC 3.1110(f). Any opposition, response, or statement of non-opposition to motions *in limine* must be in writing and filed not later than five (5) court days before the Issue Conference. Each opposition, response, or statement of non-opposition must be numbered to correspond to the applicable motion *in limine*.~~

C. Issue Conference Statements. Parties shall include the following in the Issue Conference Statement for consideration at the Issue Conference:

1. A statement of the facts, law, and respective contentions of the parties regarding liability, damages and (if applicable) the nature and extent of injuries;
2. Any unusual evidentiary or legal issues anticipated at trial;
3. All matters of fact believed by any party to be appropriate for stipulation;
4. A list of all witnesses to be called and a brief statement of anticipated testimony;
5. A list of all exhibits to be introduced;
6. A trial length estimate.

Other than as relates to impeachment or rebuttal, or for good cause shown, witnesses and exhibits not identified in the Issue Conference Statement will be excluded at trial.

D. Courtesy Copies. Not later than five (5) court days before the Issue Conference, the Parties shall provide courtesy hard copies of all documents listed in 2.15 B and C directly to the trial department. These copies shall be submitted in an indexed binder and each motion shall be separately bookmarked in a manner consistent with the requirements set forth in CRC 3.1110(f).