

Checklist (Trial Prep Services)

Provide all court orders, motions, Discovery, reports, Complaints, Answers.

Shared witness list, address and what they will testify to.

Add all dates to Google calendar.

Received & reviewed court rules of procedure and Rules of Evidence.

Obtained all jurisdiction forms & completed them for submission.

Ordered transcripts from previous court appearances.

Contacted the court to familiarize yourself with court personnel and the judge process.

Received & reviewed the laws relevant to your case.

Received Trial Binder and start to organize trial materials.

Received & reviewed background search of judge, attorneys, GAL, expert witnesses, etc.

Drafted Opening & Closing Statements (if allowed).

Received & reviewed relevant forms for Trial.

Received & reviewed questions to anticipate.

Practiced scripts provided for Statements, Questioning Witnesses, Being Questioned

Update all proposed settlement agreements.

Drafted subpoenas.

Met all court deadlines

Finish up last minute details

Domestic Violence (PPO, RO, OOP, etc.)

CPS (DHSS, DCS, DCSF, etc.)

PA (Expert reports, Contempts, etc.)

Substance Abuse

Mental Health, Physical Health

Instability

Special Needs