

29103

INSTRUCTIONS

11/16/23

STATE COURT OF GWINNETT COUNTY
EMILY J BRANTLEY, JUDGE

CIVIL JURY TRIAL CALENDAR
DECEMBER 4, 2023 THRU DECEMBER 8, 2023 AT 9:00 A.M. - COURTROOM 2E

The above term of Gwinnett State Court will convene on **DECEMBER 4, 2023**, for disposition of Civil Cases hereinafter listed.

ALL ATTORNEYS WITH CASES ON THIS CALENDAR ARE REQUIRED TO MAKE AN EMAIL ANNOUNCEMENT TO KELLI POLLACK AT KELLI.POLLACK@GWINNETTCOUNTY.COM BY 12:00 NOON ON WEDNESDAY, NOVEMBER 29, 2023 Email announcements should include the following 1. Case No.; 2. Plaintiff/Defendant reporting; 3. Estimated length of trial; 4. If Court Reporter is needed; 5. Name and telephone number of attorneys trying the case; 6. If an interpreter is needed.

A Consolidated Pre-Trial Order and Pre-Trial Motions (including Motions in Limine) must be filed ten (10) days prior to trial. A Motion for Summary Judgment must be filed thirty (30) days prior to trial. Motion for Continuance will NOT automatically remove your case from the Jury Calendar.¹

APPEARANCE OF COUNSEL

Counsel and/or Pro Se litigants are directed to call 770-822-8518 after 5:00 p.m. on the Friday before the jury trial week for a list of the cases to appear on the following Monday Parties in all other actions on the Calendar are expected to be ready for trial and will be subject to a **TWO-HOUR NOTICE**. Counsel and Parties must be able to respond and appear in Court within two (2) hours if called in for trial. There will be a recording for the cases which need to appear the following day DO NOT APPEAR IF YOUR CASE IS NOT IDENTIFIED IN THE TRIAL RECORDING

Each attorney and/or Pro Se Defendant will need to contact 770-822-8518 daily after 5:00 p.m. for updates during the trial week(s).

This Calendar is a one-week jury trial There will be no calendar call All other cases will be on a TWO-HOUR NOTICE Parties and counsel in every case must be ready for trial, as cases will not necessarily be called in the order in which they appear on the calendar. Proceedings will not be transcribed absent a timely request for a court reporter Continuances are only granted for legal cause. The filing of a motion for continuance does not remove or continue a case from the calendar, and cases will not be continued by agreement. If a party has a conflict, a conflict letter in full compliance with Rule 17.1 is REQUIRED If an interpreter is needed for a party or a witness, counsel are directed to comply with Uniform Rule 7.3 in making such a request; failure to make a request in a timely fashion, absent good cause, may result in the imposition of costs Original jury charges, plus one (1) copy, must be presented to the Court on the day the case is called for trial. Parties will be limited to *ten (10)* requests to charge, excluding any pattern requests, absent good cause shown The parties should also provide a proposed jury verdict form on the day the case is called in for trial

This Calendar approved and ordered published, this 10th day of November, 2023



The Honorable Emily J. Brantley
Judge, State Court of Gwinnett County

FOR ASSISTANCE, PLEASE CONTACT KELLI POLLACK, JUDICIAL ASSISTANT
AT KELLI.POLLACK@GWINNETTCOUNTY.COM, 770-822-8515, FAX 770-822-8513

PLEASE CALL 77-822-8518 AFTER 5:00 P.M.

FOR CASES BEING CALLED FOR TRIAL AND CALENDAR UPDATE

¹ This section does not apply to those cases for which a Case Management and Mediation Order is in place.