

ONLINE COURTROOM INFORMATION

COURTROOM INFORMATION

JUDGE: Bruce G. Iwasaki

JUDICIAL ASSISTANT: Frances Lopez

COURTROOM ASSISTANT: Robert E. Lee

DEPARTMENT: 58, Room 516, 5th Floor, Stanley Mosk Courthouse

111 N. Hill Street, Los Angeles, CA 90012

TELEPHONE NUMBER: (213) 633-0658

COURTROOM HOURS: 8:30 A.M. - 4:30 P.M.

PRE-TRIAL INFORMATION

FILINGS: All papers should be filed at the filing window on the First Floor, Room 102. Please deliver a courtesy conformed copy directly to the courtroom for papers filed within 7 days of a hearing immediately following the filing of the original document.

EX PARTES: Ex parte applications must be submitted no later than 8:30 A.M., Monday through Friday, and must comply with CRC 3.1200 et seq.

CONTINUANCES: This Court does not accept telephonic continuances.

CASE MANAGEMENT: The Court follows and applies the case management rules specified by CRC 3.700 et seq.

MEDIATION: The Court will encourage but not require private mediation, or order a Mandatory Settlement Conference, in appropriate cases, and will occasionally convene a Voluntary Settlement Conference before Judge Doyle.

TELEPHONIC APPEARANCE: CourtCall is available for telephonic appearances and may be used as provided for by CRC 3.670, except for Final Status Conferences for which counsel must be present in Dept. 58. Please call (888) 882-6878 for more information.

LAW & MOTION: Parties must obtain a motion date via the online Court Reservation System (CRS) on the Los Angeles Court website. Go to “LA Court Online, Court Reservation System,” at www.lacourt.org, to reserve a date prior to filing any motion papers. Motion fee payments are required at the time reservations are made online. Once a motion has been filed and scheduled, leave of court must be obtained before modifying a motion hearing date. If necessary, the Court Clerk may be contacted for this purpose. The practice of repeatedly modifying motion hearing dates is disfavored in order to facilitate the timely and orderly determination of motions.

TENTATIVE RULINGS: The Court in most instances posts tentative rulings on the Court’s website, www.lacourt.org, by 4:00 p.m. of the court day before the motion hearing. Written tentatives will also be made available in Dept. 58 on the day of any given motion hearing.

FINAL STATUS CONFERENCE (FSC): Final Status Conferences are frequently convened on Thursdays at 9:00 A.M., ten days before any given Monday trial, but FSC’s may be set on other days.

TRIAL PROCEDURES

Trials are usually set on Mondays at 9:00 A.M.

The following items must be completed prior to commencing Jury Trial in Department 58:

1. **MEET AND CONFER**

Prior to the Final Status Conference, counsel are ordered to meet and confer to exchange, discuss, and prepare for submission to the Court the Jury Instructions, a Verdict Form or Forms, a Statement of the Case, exhibits, Exhibit Lists, and Witness Lists. Counsel shall also attempt to reach stipulations with regard to ultimate facts and issues, and the authenticity/ admissibility of exhibits.

2. **FILINGS/SUBMISSIONS**

All documents required for the Final Status Conference, unless otherwise specified by the Court, shall be FILED/LODGED DIRECTLY IN DEPT. 58 AT LEAST 5 COURT DAYS PRIOR to the FSC, and must be served on all opposing counsel early enough to be received by other counsel before the FSC date. Be sure to bring copies of all documents to the FSC. The documents required include the following:

A. **TRIAL BRIEFS**

A Trial Brief from each party containing:

- (1) A brief description of the claims and defenses subject to litigation;
- (2) A list of the primary legal issues anticipated with supporting points and authorities;
- (3) A brief statement of the relief sought and a calculation of the damages sought; and

(4) Any other information which counsel believes may assist the Court in ruling upon trial objections or other matters that may arise at trial.

B. MOTIONS IN LIMINE

Motions in Limine and oppositions thereto. Counsel may agree between and among themselves on the submission date for the motions and oppositions so long as they have been lodged by the Final Status Conference date. A discussion about the motions may be commenced at the Final Status Conference. Boilerplate or form Motions in Limine are disfavored. Motions in Limine shall designate the specific evidence sought to be precluded. Counsel shall comply with LASC Rule 3.57 in connection with filing Motions in Limine. If more than one Motion in Limine is filed, each motion shall be numbered consecutively. Opposition papers shall include the number of the motion to which it responds.

C. STATEMENT OF THE CASE

A Joint Statement of the Case suitable to be read to the jury.

D. WITNESS LIST

A Joint Witness List, including each witness's name, the time estimate for direct, cross, and redirect, total estimated time for all witnesses expected to testify, any potential scheduling problems, and any special requirements. The names of the witnesses are to be listed alphabetically.

E. EXHIBIT LIST

A Joint Exhibit List. Counsel are to agree on a block of numbers to be allocated to each party for exhibits. (See LASC Rule 3.53). The Exhibit List shall include the exhibit number and a BRIEF description of the exhibit. There should be two columns to the right of the description. The first should be a column headed "Date Identified". The second should be a column headed "Date Admitted". At least 3 copies of the Joint Exhibit List shall be provided. The Court requests that counsel attempt to stipulate to the admissibility or foundation of documents contained on the Joint Exhibit List.

F. JURY INSTRUCTIONS

A joint set of Jury Instructions. Counsel shall meet and confer to prepare this joint set. Any proposed special instruction to which counsel cannot agree shall be submitted as a separate set or sets. Each such special instruction shall indicate the party/parties requesting the instruction. All blanks on CACI instructions must be filled in and any irrelevant portions stricken. (See LASC Rule 3.170). Special instructions should be submitted in a format suitable for jury review, i.e., citations of authority and the identity of the requesting party shall be placed above the text. (See LASC Rule 3.171). All Jury Instructions shall be formatted pursuant to the governing rules.

G. VERDICT FORM

A joint General Verdict Form, and/or any Special Verdict Forms that are requested. A jury panel cannot be ordered until an acceptable Verdict Form has been prepared.

3. **EXHIBITS**

Counsel shall prepare a joint set of exhibits. The original and 2 copies of all exhibits shall be provided to the Court at the outset of trial. The exhibits shall be placed in one or more 3-ring binders for ease of access and shall be properly marked. Each exhibit shall be internally paginated. Non-documentary exhibits shall be represented in the binder with a simple written description. Counsel are to meet and confer with respect to each exhibit prior to trial with a view toward agreeing on the authenticity/admissibility of all or most exhibits.

4. **DIGITAL/ELECTRONIC DEVICES**

These matters shall be discussed at the FSC.

JURY SELECTION: The “six pack” method is used.

JURY FEES: Fees must be paid on a daily basis. The Judicial Assistant will advise you how much is owed each day.

COURT REPORTERS: The Court no longer provides a Court Reporter. If counsel wish to have a trial or a hearing reported, they are responsible to arrange for a Court Reporter to be present at the proceeding. Please refer to the LASC website for further information regarding Court Reporters.