

**14<sup>TH</sup> JUDICIAL DISTRICT COURT  
PARISH OF CALCASIEU  
STATE OF LOUISIANA**

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**VS. NO.** \_\_\_\_\_

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**ATTORNEY'S NAME  
ADDRESS  
CITY/STATE**

**NOTICE AND PRE-TRIAL ORDER**

Trial on the Merits having been fixed for  
\_\_\_\_\_, 20 \_\_, at \_\_\_\_ A.M.

**IT IS ORDERED THAT:**

- 1) All prior Pre-Trial Orders are hereby rescinded.
- 2) All new, amending or supplemental pleadings, (except Motions for Summary Judgments, follow C.C.P. Art. 966), must be filed twelve (12) weeks prior to trial date. (Note Rules 9.8, 9.9 and 9.10 of the Rules of Louisiana District Courts).
- 3) Each party shall furnish to all other parties, in writing, a list of all expert witnesses with addresses and their expertise with a duplicate copy thereof to be filed with the Clerk of Court twelve (12) weeks before trial. The same rule applies to any rebuttal expert witnesses with a deadline of eleven (11) weeks before trial. Written expert reports are required to be exchanged in accordance with La.C.C.P. Art. 1425.
- 4) All parties are to exchange names and addresses of their respective witnesses and identify and permit examination (including copying) of each other's exhibits intended to be used in evidence no later than four (4) weeks prior to trial date. If authenticity becomes an issue, objector will immediately provoke a conference call with the Court for a ruling.
- 5) File and serve motions and/or exceptions at least sixty-five (65) days before trial.
- 6) All discovery be completed three (3) days prior to trial date.
- 7) Depositions intended for use in lieu of live testimony shall be submitted to my office one (1) week before trial date to facilitate a decision from the bench.
- 8) Original and one (1) copy of the pre-trial memorandum on anticipated disputed issues of law should be submitted to my office seven (7) days prior to trial (with copies of citations relied on).
- 9) Plaintiff must make a serious bonafide settlement offer fifteen (15) days from the signing of this order, and Defendant must make a serious response thereto within thirty (30) days thereafter. (Court involved mediation controlled by Title II of the Rules for Louisiana.)
- 10) Notify the Court via email on office letterhead immediately in the event this case settles and/or needs to be removed from the docket.
- 11) Direct all inquiries to: Dorothy Leger, Judicial Assistant at [dleger@14jdc.org](mailto:dleger@14jdc.org).

Lake Charles, Louisiana, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

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**KENDRICK J. GUIDRY, DISTRICT JUDGE**