

**IN THE UNITED STATES DISTRICT COURT  
FOR THE EASTERN DISTRICT OF PENNSYLVANIA**

:  
:  
:           CRIMINAL ACTION  
:           No.  
v.           :  
              :

**CRIMINAL TRIAL SCHEDULING ORDER**

**AND NOW**, this \_\_\_\_ day of \_\_\_\_\_ it is **ORDERED** as follows:

1. A **Criminal Jury Trial** will commence on \_\_\_\_\_ at \_\_\_\_\_ in Courtroom 7-B on the 7th Floor, U.S. Courthouse, 601 Market St., Philadelphia, PA.
2. A **Final Pretrial Conference** will be held on \_\_\_\_\_ at \_\_\_\_\_ in Chambers, Room 7613, U.S. Courthouse, 601 Market St., Philadelphia, PA.
3. The following pretrial submissions must be filed on or before \_\_\_\_\_:
  - A trial memorandum;
  - Proposed voir dire questions;
  - Proposed jury instructions (one point per page);
  - Proposed jury verdict sheet and any special interrogatories; and
  - Motions in limine.
4. The parties must exchange exhibits<sup>1</sup> on or before \_\_\_\_\_.
5. Responses to motions in limine are due on or before \_\_\_\_\_.
6. The trial memorandum of each party must focus on the admissibility of evidence and the legal issues involved in the trial. The memorandum must specifically address, but is not limited to, the following:
  - Written admissions against the defendant;
  - Stipulations by the parties;

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<sup>1</sup> Counsel should stipulate to authenticity where possible.

- Jencks Act material;
- Transcripts of the witnesses' grand jury testimony;
- Use of tapes at trial;
- *Brady v. Maryland* material;
- Introduction of statements of a co-conspirator;
- Defendant identification issues;
- Government impeachment by use of criminal records;
- Introduction of evidence by the government of prior criminal acts;
- Possible invocation of the Fifth Amendment;
- Problems in obtaining attendance of witnesses;
- Summary evidence or summary witnesses to be presented at trial;
- Unresolved issues which require a hearing;
- Expected length of trial; and
- Any outstanding motions.

7. Two hard copies of all pretrial submissions must be provided to chambers. **Submissions must be printed single-sided on three-hole punched paper. Do not staple submissions.**

8. Each party must email a copy of its proposed jury instructions in Microsoft Word format to the law clerk assigned to the case.

9. Prior to trial, each party must submit two marked copies of the trial exhibits and three copies of the exhibit list to chambers.

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ANITA B. BRODY, J.