

IN THE MATTER/INTEREST OF

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IN THE DISTRICT COURT

\_\_\_\_\_  
AND  
\_\_\_\_\_

302<sup>nd</sup> JUDICIAL DISTRICT

DALLAS COUNTY, TEXAS

**PRE-TRIAL ORDER**

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, a pre-trial conference was held in this cause. Appearances were as follows:

\_\_\_\_\_, for petitioner/movant \_\_\_\_\_, for OAG

\_\_\_\_\_, for respondent \_\_\_\_\_, for other

The parties represent to the Court that the following matters are the **contested issues** in this case:

- Conservatorship
- Paternity
- Possession/Access
- Child Support
- Intervention of Conservatorship
- Grandparent Intervention/Possession
- UCCJEA/Jurisdiction/Venue
- Health Insurance
- CPS/OAG Intervention
- Termination of Parental Rights
- Property/Debt Division
- COBRA Benefits
- Spousal Support/Maintenance
- Intervention/Creditor
- Civil Damages
- Garnishment
- Declaratory Judgment
- Post-Judgment Discovery
- Injunction
- Other: \_\_\_\_\_

**Enforcement Actions:**

- Child Support
- Possession
- Property
- Specify Other: \_\_\_\_\_

**THE COURT FURTHER ORDERS** that **MEDIATION** shall be completed on or before \_\_\_\_\_. Said mediation shall be conducted by \_\_\_\_\_. Each party or their representative is **ORDERED** to contact said mediator within five (5) days of this order and each shall be responsible for one-half (1/2) of the fees associated with said Mediation.

**TRIAL SETTING**

**THE COURT ORDERS** that Final Trial is set for \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_ m. in the 302<sup>nd</sup> Judicial District Court. The Trial is scheduled for \_\_\_\_\_ hour(s) \_\_\_\_\_ day(s). The parties have requested a \_\_\_ Jury \_\_\_ Bench trial and **IT IS SO ORDERED.**

**THE COURT FURTHER ORDERS** that in any divorce action, the parties shall exchange a Sworn Inventory and Appraisal 14 days prior to the scheduled mediation and the same shall be filed with the Court 7 days before trial in the event the matter is not settled during mediation.

**THE COURT FURTHER ORDERS** that **ALL** discovery, including the designations of expert witnesses according to the TRCP<sup>1</sup>, **shall be** completed and closed 30 days prior to trial.

**THE COURT FURTHER ORDERS** that itemized **Proposed Requested Relief shall be** filed as an Exhibit with the Court and presented to each party at the time of trial.

**THE COURT FURTHER ORDERS** and imposes the following deadlines in this matter:

**Seven (7) days prior to trial:**

- the parties shall file with the Court their witness list, including the name, address, and telephone numbers of direct and rebuttal witnesses.
- The parties shall also provide to the **Court Reporter of the 302<sup>nd</sup> Judicial District Court, Melva Key, [Melva.Key@dallascounty.org](mailto:Melva.Key@dallascounty.org)**, with a copy of each trial exhibit intended to be offer into evidence at Final trial of this matter at least seven (7) days prior to trial.
- in any case involving children, a written parenting plan shall be filed with the Court.
- in any case involving property issues, a written, detailed proposed property division shall be filed with the Court.
- in any jury trial wherein, a party wishes to submit a jury questionnaire, such questionnaire shall be provided to opposing counsel at least **seven (7) days** prior to trial and said request set by motion before the District Court for consideration within the same time period. If the party seeking relief is successful, it shall be that party's sole responsibility to provide enough copies for the jury pool, parties, counsel, and the Court.

**Three (3) days prior to trial:**

- in any case where a jury has been requested, all parties shall submit a complete proposed jury charge to the Court Reporter in both written form and CD in Word Perfect or Word.

Such deadlines are hereby imposed and so **ORDERED**.

If a party fails to appear for trial, a default judgment may be taken **AGAINST** the party failing to appear. **If no one appears for the scheduled trial, the case shall be dismissed for want of prosecution pursuant to Rule 165a of the Texas Rules of Civil Procedure. Failure to comply with this Pre-trial Order may result in the imposition of sanctions as set forth in Rule 215 of the Texas Rules of Civil Procedure.**

SIGNED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Sandra L. Jackson, District Judge, 302<sup>nd</sup> District Court

<sup>1</sup> TRCP 195.2 Schedule for Designating Experts. (a) with regard to all experts testifying for a party seeking affirmative relief, 90 days before the end of the discovery period; (b) with regard to all other experts, 60 days before the end of the discovery period.