

PLYMOUTH COUNTY PROBATE AND FAMILY COURT INSTRUCTIONS FOR JOINT STIPULATION FOR PRE-TRIAL CONFERENCE

In order to facilitate scheduling cases and accommodating the needs of parties, attorneys and pro se parties may submit a Joint Stipulation in order to request a pre-trial conference date and/or cancel a scheduled Case Management Conference.

Counsel and pro-se parties may be at any time after a complaint is filed, file a Joint Stipulation signed by counsel for each represented party and by each pro se party, which, at a minimum, must request the scheduling of a pre-trial conference date and agree to a specific date to be the discovery deadline for the case. Suggesting agreeable dates or ranges of agreeable dates for the pre-trial conference will assist the court in scheduling the conference. The discovery deadline shall be not more than 180 days after the date of filing the complaint.

Counsel and pro se parties may, after receiving notice that a Case Management Conference has been scheduled, file, on or before the date of the Case Management Conference, a Joint Stipulation signed by counsel for each represented party and by each pro se party which, at a minimum, must request the scheduling of a Pre-Trial Conference date and agree to a specific date to be the discovery deadline for the case. Suggesting agreeable dates or ranges of agreeable dates for the Pre-Trial Conference will assist the court in scheduling the conference. The discovery deadline date shall be not more than 120 days after the date of filing of the Joint Stipulation. If the Joint Stipulation is filed prior to the time scheduled for the Case Management Conference, no one need appear for the Case Management Conference.

Upon the filing of such a Joint Stipulation, the court will schedule a pre-trial conference for the next available date not sooner than 14 days after the discovery deadline and will issue a Pre-Trial Conference Notice and Order.

In divorce cases, a certificate reflecting attendance at a Parent Education Program must be filed in order for a Pre-Trial Conference to be completed by the Judge.

In divorce and paternity cases, a current Financial Statement for each party must be filed at the time of the Pre-Trial Conference.