

19TH JUDICIAL DISTRICT COURT  
PARISH OF EAST BATON ROUGE  
CASE MANAGEMENT SCHEDULING ORDER  
**JUDGE WILLIAM JORDEN**  
**Section 32**

**Docket Number:**

The undersigned attorneys acknowledge that the date below shall apply to this case:

All discovery shall be completed by the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

All pleadings shall be filed by the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

All parties shall exchange pretrial inserts by the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Parties shall file a joint pretrial order by the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Bench Trial Date: \_\_\_\_\_

Jury Trial Date: \_\_\_\_\_

1. Jury bond shall be set in the amount of \$\_\_\_\_\_
2. A \$5,000 cash deposit is required for the first day of trial;
3. \$1,000 cash deposit or surety bond is required for each subsequent day of trial;
4. All must be filed with the Clerk of Court not later than 60 days prior to the first day of trial;
5. If the cash deposit (and bond) is not timely filed, then any other party will have an additional 10 days (or 50 days prior to the first day of trial) to post the same \$5,000 cash deposit and \$1,000 cash deposit or surety bond;
6. If no cash deposit has been timely filed, then the request for trial by jury will be deemed waived, and the trial will proceed as a bench trial.

PLEASE NOTE: Upon filing of the pretrial order the parties shall request a pretrial status with the Court. All attorneys are required to attend the pretrial conference by telephone or by video conferencing and certify that mediation and/or compromise attempts have been exhausted; that ALL preliminary matters are complete and that the matter is ready for trial.

Attorneys must notify the Court via fax 225-389-8616 and/or email Judge Jorden's law clerk, Patrika Marschall at [pmarschall@19thjdc.org](mailto:pmarschall@19thjdc.org) immediately upon any settlement or compromise of this case, any joint request for cancellation or continuance of any status conference or scheduled Court appearance. The notification for the cancellation or continuance SHALL be made jointly or contain a verification that opposing counsel has no objection.

**ADDITIONAL MATTERS MADE A PART OF THIS ORDER ARE:**

**The foregoing is a scheduling order that has been approved by order of this Court after all parties have participated and agreed to the dates fixed by the Court.**

**COUNSEL FOR PLAINTIFF(S)**

**COUNSEL FOR DEFENDANT(S)**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Email Address**

\_\_\_\_\_  
**Email Address**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Print Name**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Phone**

\_\_\_\_\_  
**Email Address**

\_\_\_\_\_  
**Email Address**

**THUS ORDERED** in chambers on this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
**Judge William Jorden**