

## MONTHLY TRIAL CALENDAR

The following cases have been set for trial during the \_\_\_\_\_ trial term beginning on \_\_\_\_\_, through \_\_\_\_\_, in the Sam Gibbons United States Courthouse, 801 N. Florida Avenue, Courtroom #13A, Tampa, FL, before **the Honorable James S. Moody, Jr.**

The cases are listed in the order in which they will be tried, although experience indicates that at times cases may be called out of order. For the convenience of counsel, the names of all counsel are furnished so that counsel may keep themselves informed of the progress of the cases listed prior to their own. **IT IS EXPECTED THAT ALL CASES WILL BE REACHED DURING THIS TRIAL TERM.** Cases not reached will automatically be rolled over to the next trial term calendar.

Exhibit and Witness Lists shall be electronically filed before the start of trial. All Exhibits are to be premarked in accordance with the attached Instructions. M.D. Fla. Rule 3.07.

**JURY TRIALS:** NO LATER than the morning of the first day of trial, counsel shall electronically file proposed voir dire, jury instructions, and verdict forms, serve copies on opposing counsel, and provide the courtroom deputy with a copy for use by the Judge. If your office technology permits, please provide the Court with a disk containing your jury instructions and verdict form in WordPerfect format.

**CIVIL CASES:** Counsel are reminded of their obligation to file Trial Briefs and, if applicable, Proposed Findings of Fact and Conclusions of Law, in accordance with the deadlines set forth in the Court's Case Management and Scheduling Order entered in each respective case.

Counsel and pro se parties shall advise the Court promptly of any development subsequent to the entry of this Order which would in any way affect the trial of this case. Settlements must be entered before 12:00 p.m. on the Friday before the start of trial. If the Court is not notified of settlement before a jury is called, the parties will be assessed jury costs.

**CRIMINAL CASES:** Written plea agreements must be filed by 4:00 p.m. on the Wednesday before the start of trial. All guilty pleas must be ACCEPTED by the Magistrate Judge before 12:00 p.m. the Friday before the start of trial, unless permission is specially granted from the Court. If an extraordinary situation arises, the Court may accept guilty pleas after the 12:00 p.m. deadline under the following conditions:

(1) The plea will be open, and (2) the Defendant will NOT receive credit for acceptance of responsibility at the time of sentencing, unless good cause is shown.

If you have any questions regarding Judge Moody's trial calendar, you may call Courtroom Deputy Sara Boswell at 813-301-5697 or Judicial Assistant Leslie Norberg at 813-301-5680.

Dated: \_\_\_\_\_

For the Court,

Deputy Clerk