

Appendix 4
Rule No: 4.1
Judicial Administrators and
Clerks of Court

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Court Administrator
12th Judicial District Court
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Hon. Samuel G. Couvillion
Clerk of Court
Parish of Avoyelles
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Marksville, LA 71351
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www.avoyellesclerk.com/

Chapter: 5

Chapter Title: Courtroom Use, Accessibility and Security

Appendix 5A

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5A.PDF>

Rule No: 5.1

Americans with Disabilities
Form

Appendix 5B

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5b.PDF>

Rule No: 5.2

Request for Interpreter and
Order

Appendix 5C

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5C.PDF>

Rule No: 5.1

Interpreters Oath

Chapter: 8

Chapter Title: Indigents and In Forma Pauperis

Appendix 6

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX6.PDF>

Rule No: 8.0

In Forma Pauperis Affidavit

Chapter: 9

Chapter Title: Procedure

Appendix 7
Rule No: 9.4

None.

Presentation of Pleadings to the Court and Filing with the Clerk of Court

Appendix 8
Rule No: 9.14

ASSIGNMENT OF CIVIL AND PROBATE CASES FOR TRIAL ON THE MERITS

Fixing for Trial or Hearing; Scheduling Orders; Contact with Jurors

After issue has been joined by all parties, any party may issue a written request via letter to the clerk of court or judge for a status conference. A notice of status conference for the purpose of selecting a trial date, will thereafter be issued by the court to all counsel of record, which notice shall designate counsel's obligation relative to the status conference.

TRIALS OF CIVIL MOTIONS, RULES AND EXCEPTIONS

Civil motions, rules and exceptions are tried in the division to which the case is allotted and will ordinarily be assigned for Mondays at 9:30 a.m. but may be assigned on other days or times. To the extent practicable, they will be taken up in the order in which they are assigned on the docket

Chapter: 13

Chapter Title: Civil Litigation Filed by Inmates

Appendix 9

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9.PDF>

Rule No: 13.2

In Forma Pauperis Application; Civil Litigation Filed by Inmate in District Court

Appendix 10

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX10.PDF>

Rule No: 13.2

In Forma Pauperis Application; Civil Litigation Filed by Inmate - Appeal

Chapter: 14

Chapter Title: Allotment of Cases

Appendix 11

ALLOTMENT OF CASES

Rule No: 14.0

System of Random Allotment of Criminal Cases (Other than Traffic, Wildlife, and Appeals from Lower Courts)

Criminal Cases: Criminal cases shall be allotted to each division according to the date the offense is charged to have been committed. Alternating calendar weeks shall be pre assigned to each division and the allotment to a particular division shall be based upon said weekly assignments and the date of the alleged offense. After a criminal case has been allotted, all matters relating to said case shall be taken up by the judge of the division to which the case has been allotted, provided, however, that filings and uncontested matters may be taken up before either division.

Appendix 12
Rule No: 14.0

See Appendix 11.

Random Allotment Traffic
Offenses, Wildlife Offenses,
and Appeals from Courts of
Limited Jurisdiction

Appendix 13
Rule No: 14.1

Rule 14.1 is hereby adopted.

Allotment - Defendant with
More than One Felony Case

Chapter: 15
Chapter Title: Assignment of Cases and Preliminary Motions

Appendix 14
Rule No: 15.0

Any party requesting a pre trial conference and/or a status conference in a Criminal Case shall request same either by formal Motion or by letter addressed to the Division to which the case has been assigned.

Assignment of Cases, Filing of
Motions, Pre-Trial and Status
Conferences

Appendix 15
Rule No: 15.1

None.

Alternative Method of Service
on District Attorney

Appendix 16
Rule No: 15.2

Counsel for Indigent Defendants shall be selected and paid by the Avoyelles Parish Indigent Defender Board. Once selected, these attorneys shall be appointed on a rotating basis.

Appointment of Counsel

Chapter: 18
Chapter Title: Arraignment

Appendix 17
<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX17.PDF>

Rule No: 18.0

Waiver of Formal Arraignment

Chapter: 19
Chapter Title: Simultaneous Peremptory Challenges

Appendix 18
Rule No: 19.0

Simultaneous peremptory challenges are allowed.

Simultaneous Peremptory
Challenges
