

# RULES FOR LOUISIANA DISTRICT COURTS

## TITLES I, II, and III

### Thirteenth Judicial District Court

#### Parish of Evangeline

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**Chapter:** 2                      **Chapter Title:** Dates of Court

**Appendix** 1                      None.

**Rule No:** 2.0

Local Holidays in Addition to  
Legal Holidays  
Listed in La. R.S. 1:55  
See 2004 Amendment to La.  
R.S. 1:55(E)(1)(b) which, by  
reference to La. R.S.  
1:55(B)(1)(a), adds Mardi Gras  
Day and General Election Day  
as legal holidays.

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**Chapter:** 3                      **Chapter Title:** Judges and Facsimile Transmissions to the Court

**Appendix** 2                      Permanently divided into divisions A & B, the civil cases are allotted to each judge at random  
**Rule No:** 3.1                      by the clerk of court.

Divisions or Sections of Court

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**Appendix** 3                      The Honorable Preston Aucoin, Division A, is the Permanent Duty Judge.

**Rule No:** 3.2 and 9.3

Duty Judges; Allotments;  
Signing of Pleadings in  
Allotted and Non-Allotted  
Cases

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**Chapter:** 4                      **Chapter Title:** Court Personnel

**Appendix** 4                      Hon. Walter Lee  
**Rule No:** 4.1                      Clerk of Court  
Parish of Evangeline  
200 Court Street, Suite 104  
P.O. Drawer 347  
Ville Platte, LA 70586  
Telephone: (337) 363-5671  
Facsimile: (337) 363-5780

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**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

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**Appendix** 5B

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

**Rule No:** 5.2

Request for Interpreter and  
Order

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**Appendix** 5C

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

**Rule No:** 5.1

Interpreters Oath

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**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

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**Chapter:** 9

**Chapter Title:** Procedure

**Appendix** 7

None.

**Rule No:** 9.4

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

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**Appendix** 8

**Rule No:** 9.14

Any day of the week, and it may be made either by letter or motion. Pre Trial Orders should be in the following format:

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

PLAINTIFF                      CIVIL DOCKET NO.  
  
VS                                      13TH JUDICIAL DISTRICT COURT  
  
DEFENDANT                      EVANGELINE PARISH, LOUISIANA

PRE TRIAL ORDER

Pre trial conference was held before Honorable \_\_\_\_\_, on the \_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_ o'clock \_\_\_M.

For Plaintiff

For Defendant

1. Plaintiff's Claim:

2. Defendant's Claim:

3. Other Claims:

4. Established Facts:

5. Contested Facts:

6. Contested Issues of Law:

7. Exhibits:

8. Exhibit Authenticity:

9. Amendments:

10. Plaintiff's Witnesses:

11. Defendant's Witnesses:

12. Additional Matters: In the event that there are other witnesses to be called at the trial, their names and addresses and the general subject matter of their testimony will be reported to opposing counsel at least ten days prior to trial. This restriction shall not apply for impeachment and rebuttal witnesses.

Plaintiff believes he can present his testimony in \_\_\_ hours.

Defendant believes he can present his testimony in \_\_\_ hours.

#### CERTIFICATE

We hereby certify to the Court that we have conferred pursuant to Section 5 of Rule 7(B) of the Civil Rules of the 13th Judicial District Court for the purpose of preparing this pretrial order; and, that we shall promptly attend the court conference to be held on the \_\_\_ day of \_\_\_\_\_, 20\_\_\_ at \_\_\_ o'clock \_\_.M. (Date and time as shown on notice to be stated.)

Respectfully submitted:

\_\_\_\_\_  
Trial Attorney

\_\_\_\_\_  
Trial Attorney

ORDER

IT IS ORDERED that this cause be set for trial (by jury) at \_\_\_ o'clock \_\_.M., on the \_\_\_ day of \_\_\_\_\_, 20\_\_\_. Trial briefs (special jury charges) are to be submitted to the court not later than \_\_\_\_\_, 20\_\_\_.

IT IS FURTHER ORDERED that the jury bond is fixed in the amount of Dollars and is to be filed not later than with a copy of same to be forwarded to the Jury System Coordinator.

Ville Platte, Louisiana, this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

\_\_\_\_\_  
JUDGE

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**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

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**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

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**Chapter:** 14

**Chapter Title:** Allotment of Cases

**Appendix** 11

The criminal cases (felonies) are allotted to each judge at random by either the minute clerk or the bailiff of each court.

**Rule No:** 14.0

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

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**Appendix** 12

These cases come up once a month and are alternated between divisions A & B.

**Rule No:** 14.0

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

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**Appendix** 13

Same method as used in Appendix 11, regardless of how many felonies the defendant is charged with.

**Rule No:** 14.1

Allotment - Defendant with  
More than One Felony Case

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

**Appendix** 14

There are no pre trial and status conferences in Divisions A or B.

**Rule No:** 15.0

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

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**Appendix** 15

None.

**Rule No:** 15.1

Alternative Method of Service  
on District Attorney

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**Appendix** 16

Each judge refers the indigent defendant to the Indigent Defender Board.

**Rule No:** 15.2

Appointment of Counsel

**COURT APPOINTED COUNSEL FOR INDIGENT  
DEFENDANTS IN CRIMINAL CASES**

Any attorney appointed by the Court to represent an indigent defendant in a criminal case is prohibited from, and under no circumstances whatsoever, will charge said defendant any sums whatsoever, regardless of whether it is a fee, reimbursement for expenses, travel, or any expenditures made on behalf of said defendant.

Whoever violates this provision shall be deemed in violation of substantive law, civil and criminal, and subject to criminal indictment and/or civil damages.

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**Chapter:** 18

**Chapter Title:** Arraignment

**Appendix** 17

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

**Rule No:** 18.0

Waiver of Formal Arraignment

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**Chapter:** 19

**Chapter Title:** Simultaneous Peremptory Challenges

**Appendix** 18

Simultaneous peremptory challenges are allowed.

**Rule No:** 19.0

Simultaneous Peremptory  
Challenges

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