

# RULES FOR LOUISIANA DISTRICT COURTS

## TITLES I, II, and III

### Thirty-First Judicial District Court

#### Parish of Jefferson Davis

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<b>Chapter:</b> 2	<b>Chapter Title:</b> Dates of Court
<b>Appendix</b> 2.0	Monday before Mardi Gras.
<b>Rule No:</b> 2.0	Opening Ceremony of Louisiana Supreme Court and Judges Fall Conference – 1st Monday and Tuesday of October.
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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<b>Chapter:</b> 3	<b>Chapter Title:</b> Judges and Facsimile Transmissions to the Court
<b>Appendix</b> 3.1	Single judge district.
<b>Rule No:</b> 3.1	The schedule of this Court is as follows:
Divisions or Sections of Court	I. Except during Petit and Civil Jury Weeks:  (a) Motion Hour Each Tuesday. (b) Criminal Arraignments and Misdemeanor Trials Each Monday. (c) Trial Days Wednesday, Thursday, and Friday. (d) Juvenile Court Each Thursday from 8:30 A.M. to 10:00 A.M.  II. Grand Jury First Week in March and September.  III. Petit Jury One week to be designated by the Court during the months of January, March, May, June, September and November.  IV. Civil Jury One week to be designated by the Court during the months of February, April, July and October.  Defaults may be confirmed only on Tuesday of any week, except as announced in those weeks when Petit and Civil Juries are scheduled. Preliminary Defaults may be entered without the necessity of a personal appearance. To accomplish this end, counsel will either file an appropriate motion or write a letter addressed to the Clerk of Court requesting the entry of a preliminary default and setting forth:  1) The title of the suit. 2) The number of the suit. 3) The date of service of process.



Interpreters Oath

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**Chapter:** 8                      **Chapter Title:** Indigents and In Forma Pauperis

**Appendix** 8.0                      <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX8.0.PDF>

**Rule No:** 8.0

In Forma Pauperis Affidavit

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**Chapter:** 9                      **Chapter Title:** Procedure

**Appendix** 9.3                      Single judge district.

**Rule No:** 9.3

Allotments: Signing of  
Pleadings in Allotted and Non-  
Allotted Cases

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**Appendix** 9.4                      None.

**Rule No:** 9.4

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

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**Appendix** 9.6                      [http://www.lasc.org/rules/supreme/Louisiana\\_Civil\\_Case\\_Reporting\\_Form.pdf](http://www.lasc.org/rules/supreme/Louisiana_Civil_Case_Reporting_Form.pdf)

**Rule No:** 9.6

Civil Case Cover Sheet Form

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**Appendix** 9.12A                      <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9.12A.pdf>

**Rule No:** 9.12

Notice of Limited Appearance -  
Family Law Cases

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**Appendix** 9.12B                      <http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9.12B.pdf>

**Rule No:** 9.12

Notice of Limited Appearance -  
Non-Family Law Cases

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**Appendix** 9.14

**Rule No:** 9.14

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

Contested matters will be assigned for trial on the date(s) to be fixed by the Judge.

Unless otherwise provided by law, no suit requiring a trial on the merits shall be assigned for trial until a party desiring that a case be set for trial shall advise the Judge by letter that all issues have been joined, that all pre trial motions, exceptions, interrogatories, requests, and discovery proceedings have been completed. The Judge's secretary will then send to counsel the Court's form titled "Motion to Set for Trial on the Merits" to be completed by counsel and returned to the Judge's office for processing. In order to obtain hearing dates, counsel will need to contact the Judge's secretary and then submit the appropriate motion and order to schedule said hearing.

#### PRETRIAL BRIEFS

1. Except for good cause shown, a pre trial brief shall be submitted by the parties to a trial on the merits at least five (5) working days prior to trial. It will not be necessary to file such a brief in connection with rules for alimony or child support, or suits on notes or open accounts unless there are unusual or complicated issues of law or fact to be considered. Briefs shall set forth the facts expected to be proved, the issues involved and the law pertaining thereto in that order. Supplemental briefs may be filed at anytime. Failure to file a brief will result in such disciplinary action as the Court may deem necessary.

2. Original briefs shall be filed with the Clerk of Court and a copy shall be mailed or delivered to the trial judge.

#### COMMUNICATION WITH JURORS

1. No attorney, party litigant, or other person shall contact any prospective juror, or a member of a prospective juror's immediate family, for the purpose of obtaining information concerning the background of any prospective juror.

2. After trial or following a verdict, no juror has any obligation to speak to any person about any case and may refuse all interviews or comments. No person may make repeated requests for interviews or questions after a juror has expressed his or her desire not to be interviewed.

3. No juror or alternate juror who consents to be interviewed may disclose any information with respect to the following:

1) The specific vote of any juror other than the juror being interviewed.

2) The deliberations of the jury.

3) For the purposes of obtaining evidence of improprieties in the jury's deliberation.

4. After trial or following a verdict, no party or their attorney shall, personally or through another person, contact, interview, examine or question any juror or alternate juror or any relative, friend or associate thereof, except on leave of court granted upon good cause shown.

5. Any violation of this rule may be punishable as contempt of the court.

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**Chapter:** 14

**Chapter Title:** Allotment of Cases

**Appendix** 14.0A

Single judge district.

**Rule No:** 14.0

System of Random Allotment



**Appendix** 18.0

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX18.0.PDF>

**Rule No:** 18.0

Waiver of Formal Arraignment

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**Chapter:** 19

**Chapter Title:** Simultaneous Peremptory Challenges

**Appendix** 19.0

Simultaneous challenges are not allowed.

**Rule No:** 19.0

Simultaneous Peremptory  
Challenges

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