

# RULES FOR LOUISIANA DISTRICT COURTS

## TITLES I, II, and III

### Thirty-Seventh Judicial District Court

#### Parish of Caldwell

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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                      Single judge district.

**Rule No:** 3.1

Divisions or Sections of Court

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**Appendix** 3                      Single judge district.

**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

**Rule No:** 4.1

Judicial Administrators and  
Clerks of Court

Marion Harrelson  
Court Administrator  
37th Judicial District Court  
P. O. Box 177  
Columbia, LA 71418  
Telephone: (318) 649-6404  
Facsimile: (318) 649-0548  
E-Mail: caldwelljudge@bellsouth.net

Hon. Eugene Dunn  
Clerk of Court  
Parish of Caldwell

P. O. Box 1327  
Columbia, LA 71418  
Telephone: (318) 649-2272  
Facsimile: (318) 649-2037  
E-Mail: caldclerk@bellsouth.net

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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

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

Motions heard on Wednesdays. Trials, hearings and scheduling conferences set by Motion and Order fixed according to parties available dates.

#### TERMS AND SESSIONS

Civil Jury Weeks. Civil trials by jury will be conducted during the week commencing Monday

of the third week in the month of March, and the last full week of the month of August.

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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

Single judge district.

**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

Single judge district.

**Rule No:** 14.0

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

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**Appendix** 13

Single judge district.

**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

**Rule No:** 15.0

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

By motion and order requesting pre-trial or status conference, except every Friday prior to the last full week of the month, at 10:00 a.m., there will be a status conference for all pending and docketed criminal matters set for petit jury trial that month.

Petit Jury Weeks. Trials by jury will be conducted during the week commencing Monday of the

Conferences  
WITH AMENDMENTS OF  
JUNE 2, 2003; EFFECTIVE  
JULY 1, 2003

last full week of the following months: January, February, May, June, September, and October. If the last Monday of any of these months fall on a legal holiday, trials will be scheduled for and veniremen summoned for Tuesday morning of the designated week. Unless otherwise ordered, jury trials will be scheduled to convene at 9:00 a.m.

Grand Jury Sessions. A grand jury panel will be summoned, empanelled and convened at 9:00 a.m. on the first Tuesday in September and on the first Tuesday in March.

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**Appendix** 15  
**Rule No:** 15.1

None.

Alternative Method of Service  
on District Attorney

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**Appendix** 16  
**Rule No:** 15.2

Court appoints IDB at C.Cr.Pr. Art. 230.1 Court Hearing or Arraignment. All Indigent Criminal Defendants are referred to the Indigent Defender Board (IDB) for representation.

Appointment of Counsel  
WITH AMENDMENTS OF  
JUNE 2, 2003; EFFECTIVE  
JULY 1, 2003

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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  
**Rule No:** 19.0

Simultaneous challenges are not allowed.

Simultaneous Peremptory  
Challenges

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