

IN THE STATE COURT OF FULTON COUNTY
STATE OF GEORGIA

IN RE: PROCEDURE FOR ALL CIVIL
CASES ASSIGNED TO JUDGE DIANE
E. BESSEN.

JUDGE BESSEN 22EX000093

**SUPPLEMENTAL STANDING CASE MANAGEMENT ORDER
FOR ALL CIVIL CASES**

I. Electronic Filing

Electronic filing (efiling) is mandatory in the State Court of Fulton County. All parties shall create an account with either eFileGA (<https://georgia.tylerhost.net/ofsw eb>) or File&ServeXpress (<https://secure.fileandservexpress.com/Login/Login.aspx>) and add a service contact to this case to ensure consistent service of orders and other notices from the Court. Applicable filing fees will apply for all efileing transactions.

II. Email Addresses and Footers

In accordance with Uniform Superior Court Rules 4.2 and 36.4, parties shall include their email addresses on all pleadings.

Also in accordance with Rule 36.4, on any document filed or intended to be filed of record, where a signature page is set forth on a separate page from the contents the signature page shall identify the parties, the case number, and the document.

III. Communications with the Court

To avoid *ex parte* communications, please submit all questions by email, copying all parties. This applies with equal force to both quick questions and lengthy ones. Generally, a motion is required if action on a case is being requested. The exception to this general rule is discovery disputes, which should be submitted to the Court by email as provided for in the Court's standing case management order.

IV. Trials

A. Special Settings

For complex cases a request for a special setting request will usually be honored. Parties are advised to make such a request as early in the case as possible as calendars are often already booked six months out.

B. Jury Selection

The Court is always amenable to use of a pretrial questionnaire in complex cases. Such requests must be made at least six weeks before the date of trial so as to provide sufficient time to call in jurors a week before trial begins.

Unless otherwise directed, voir dire will be in two phases: first, general questions to the group as a whole with no follow-up; second, individual questioning of each juror at which time follow up questions may be asked.

Jurors are seated in rows of 10, with the first juror seated in the far right-hand seat from the bench's perspective, not the far left.

C. Motions in Limine and Jury Charges

Parties should make every effort to discuss and resolve motions in limine before trial. They should inform the Court of the motions they are *not* able to resolve prior to their first day of trial.

The Court typically resolves motions in limine immediately prior to jury selection.

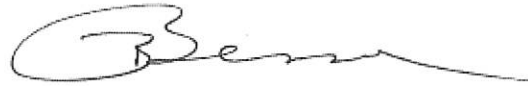
If any party plans on introducing any portion of a deposition, any objections noted in the deposition should be resolved before trial, or brought to the Court's attention before the start of trial so as to provide sufficient time for rulings and possible video edits.

The parties may request non-pattern charges if there is no pattern charge that covers the issue. The parties are limited to 15 non-pattern requests.

D. Rule 22

If you or any members of your team need permission to enter the building before 8:30 or to set up any equipment, you will need to request and receive a Rule 22 Order from the Court. Please bring a copy of the filed Rule 22 with you in the morning to avoid any problems with security.

This 26th day of May, 2022.



Judge Diane E. Bessen
State Court of Fulton County