

**IN THE STATE COURT OF DEKALB COUNTY  
STATE OF GEORGIA**

In re:	}	
	}	Division 5
ALL CIVIL CASES ON	}	Judge Mike Jacobs
JURY TRIAL CALENDARS	}	
_____	}	

**STANDING ORDER REGARDING  
CIVIL JURY TRIAL CALENDARS**

This Order shall apply in all civil cases that are scheduled on the Court's one-week or two-week jury trial calendars. The Clerk is directed to file and serve a copy of this Order in each scheduled case. This Order will be filed one time in each case and will apply to all future jury trial calendars. All parties should read this Order carefully and comply with its provisions.

Parties do not need to appear on the first day of the jury trial calendar unless otherwise notified by the Civil Calendar Clerk or other court staff. Jury trial calendars begin on the date set forth in the calendar notice that was served on the parties and continue for all regular business days, excluding legal or court holidays, within the applicable time period.

The Court typically begins jury trial trials on Mondays, Tuesdays, Wednesdays, or Thursdays at 9:30 a.m. or 1:30 p.m. Cases called for a trial beginning at 9:30 a.m. will be notified no later than 5:00 p.m. the preceding business day. Cases called for a trial beginning at 1:30 p.m. will be notified no later than 9:30 a.m. the day the trial will commence.

**All motions in limine must be filed with the State Court Clerk no later than seven (7) days prior to the first day of the jury trial calendar. Any motion in limine that is filed or otherwise raised after this deadline will not be considered. All proposed jury charges must be filed no later than the outset of the trial. A courtesy copy of all motions in limine and proposed jury charges must be delivered or e-mailed to Tamika Thompson, Civil**

**Calendar Clerk for Division 5, at the time they are filed. All documentary exhibits that will be used during a trial must be marked with a unique exhibit number prior to trial.**

The Court generally endeavors to call older cases before newer cases, using the date the complaints were filed, but this is not always possible and does not apply to calendars on which a particular case has been specially set in the first position. Any case which is not reached on a given jury trial calendar automatically will be continued to the next available jury trial calendar.

All attorney conflicts will be resolved as provided in Uniform Superior Court Rule 17.1. All attorney leaves of absence affecting the calendar and filed after the calendar is published will require an application and Court approval pursuant to Uniform Superior Court Rule 16.2.

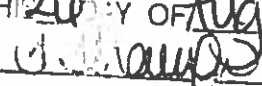
Failure of a plaintiff to appear may result in their complaint being dismissed without prejudice. This includes counterclaim, cross-claim, and third-party plaintiffs. Failure of a defendant to appear may result in their answer being stricken and entry of default.

Any questions regarding the civil jury trial calendar should be directed to Tamika Thompson, Civil Calendar Clerk, at (404) 371-4974 or [tnthompson@dekalbcountyga.gov](mailto:tnthompson@dekalbcountyga.gov).

SO ORDERED, this 26th day of August, 2016.



MIKE JACOBS, Judge  
State Court of DeKalb County

FILED IN THIS OFFICE  
THIS 26<sup>th</sup> DAY OF Aug 2016  
  
Clerk, State Court, DeKalb County