

STATE OF LOUISIANA * PARISH OF OUACHITA
FOURTH JUDICIAL DISTRICT COURT**

_____ FILED: _____

VERSUS NO. _____

_____ **DEPUTY CLERK OF COURT**

MOTION AND ORDER FOR CIVIL PRE-TRIAL/STATUS CONFERENCE

On motion of _____, self-represented litigant or attorney for _____, and on certifying to the Court that an examination of this record shows that issue has been joined between all original plaintiffs and original defendants; Mover requests a conference for the purpose of _____ and this matter is a ___ Jury ___ Non-Jury matter.

Available dates of **all** parties for the next 90 days:

Mover certifies that a copy hereof has been mailed to the following counsel or parties of record before submission to the Court:

THE ATTORNEY SUBMITTING THIS MOTION IS REQUIRED TO PROVIDE BELOW:

- 1) The name, address, cell phone number, office phone number, fax number, and email address of all attorneys; AND
- 2) The name and status of the party they represent. (If a party is unrepresented, please provide their name, address, phone number, cell phone number, and email address.)

(If more space is needed, attach a separate page and so note here.)

Respectfully submitted,

SIGNATURE OF MOVER

ORDER

A conference has been scheduled before Judge _____ on _____, 20__, at _____ o'clock a.m./p.m. ___(a) in Judge's Chambers, Ouachita Parish Courthouse, 300 St. John Street, Suite 400, Monroe, Louisiana, or ___(b) by telephone conference (Judge's telephone number _____).

THUS DONE AND SIGNED this ___ day of _____, 20__.

JUDGE
FOURTH JUDICIAL DISTRICT COURT

SERVICE INSTRUCTIONS:

- ____ Please notify all counsel via personal service
____ Please notify all counsel via United States Mail