# The Honorable Sherri A. Lydon

**IN THE UNITED STATES DISTRICT COURT FOR THE DISTRICT OF SOUTH CAROLINA**

**[CASE NAME]**

**SAMPLE NOTICE REGARDING JURY SELECTION AND TRIAL**

## The parties must comply with the following pretrial deadlines. The court will not consider any pretrial submissions submitted after the dates identified below:

**August 02, 2024 Motions in Limine** shall be filed.

**August 16, 2024 Written responses to Motions in Limine**.

**August 23, 2024 Written replies to responses to Motions in Limine**.

**August 30, 2024 Rule 26(a)(3) Pretrial Disclosures and Deposition Designations** shall be filed and exchanged.

**September 13, 2024 Objections** **and counter-designations** under Rules 26(a)(3) and 32(a)(6) due. Deposition designations and counter-designations must specifically identify the portions to be offered, including page and line citations. **Parties must submit complete copies of deposition transcripts with any deposition designations.**

**September 23, 2024 Pretrial Briefs** are due unless a previously filed scheduling order provides for an earlier date. Pretrial Briefs are expected to be e-mailed in **MS WORD format** to [lydon\_ecf@scd.uscourts.gov](mailto:Herlong_ecf@scd.uscourts) in accordance with Local Civil Rule 26.05 (D.S.C).

**September 23, 2024** **Marked Exhibit Copies** are due to chambers. Attorneys must submit two bound and tabbed paper copies and one electronic copy of all marked exhibits to chambers. The electronic copy may be provided via USB flash drive or emailed to lydon\_ecf@scd.uscourts.gov. The electronic version should not include one PDF with all exhibits. Rather, each exhibit must appear as a separate file, labeled with its corresponding exhibit number.

**REMINDER:** As required by Local Civil Rule 26.07 (D.S.C), attorneys must meet **in person** at least seven (7) days prior to the deadline for submission of pretrial briefs for the purpose of exchanging and marking all exhibits, and, where possible, agree on the admissibility of all trial exhibits. In the event there is an objection to any exhibit, the attorneys must notify the court of such objection in the Pretrial Brief as required by Local Civil Rule 26.05(N) (D.S.C.). Otherwise, such objection will be deemed waived. Additionally, the exhibit list shall be furnished by each side to the Courtroom Clerk on the day of trial. All exhibits listed shall be deemed admitted for all purposes unless the court denies admission based on objections submitted to the court as set out above.

**September 23, 2024** All **Requests to Charge, Requests for Voir Dire, and Proposed Verdict Forms** shall be submitted **JOINTLY** to the Court by email to [lydon\_ecf@scd.uscourts.gov](mailto:Herlong_ecf@scd.uscourts) **in MS WORD format.** Joint Requests for Voir Dire must include a **joint** list of witnesses along with their addresses as well as the occupation of each witness. **These documents shall not be filed.**

**September 24, 2024** The list of jurors will be available in the CM/ECF. The Court will submit written interrogatories to the jury venire. **THESE INTERROGATORIES WILL NOT BE REPEATED AT JURY SELECTION.**

**September 24, 2024** Copies of the responses to the written interrogatories submitted to the jury venire will be available for review in CM/ECF. Attorneys and parties are advised that they must file a “Juror Questionnaire & List Request” form in the appropriate case via CM/ECF using the Certification -Juror Questionnaire and List Request event, found under Other Filings -Trial Documents to obtain access to the questionnaires. You may obtain the form from the Jury Administrator at the Clerk’s Office or from the Court’s Internet site at <https://www.scd/uscourts.gov>.

Additionally, the juror questionnaires and lists and the information obtained therefrom are privileged and shall be kept confidential and shall not be shared. This information shall be used solely for evaluating potential jurors for jury service for this case and shall not be used for any other purpose. Further, the requesting party must certify, before access will be granted, that immediately after trial, he or she will destroy all copies, whether paper or electronic, of completed juror questionnaires. Failure to adhere to the above requirements would be in violation of 28 USC §1867(f) and the District of South Carolina’s Amended Jury Selection Plan Order. If there are any questions about this procedure, please call the Jury Administrator at (803)253-3382.

**September 27, 2024** All **Strikes for Cause** must be submitted **JOINTLY** by

email to chambers at [lydon\_ecf@scd.uscourts.gov](mailto:lydon_ecf@scd.uscourts.gov) and are to be filed with the Court in CM/ECF **no later than 12:00 pm** on the due date. To file Strikes for Cause, select Category, “Trial Documents,” and then select Event Code, “Request to Strike for Cause.” Judge Lydon's Joint Strikes for Cause form is located on the Court’s website under Forms—Jury. Please list all joint strikes as well as a list of strikes not agreed upon.

## October 15, 2024 Pretrial

## 9:30 a.m. Hearing

**Matthew J. Perry, Jr.**

**U.S. Courthouse**

**901 Richland Street**

**Columbia, SC 29201**

**Courtroom 3**

## October 01, 2024 Jury Selection 9:30 a.m.

**Matthew J. Perry, Jr.**

**U.S. Courthouse**

**901 Richland Street**

**Columbia, SC 29201**

**Courtroom 3**

**October 21, 2024 Trial**

**9:30 a.m.**

**Matthew J. Perry, Jr.**

**U.S. Courthouse**

**901 Richland Street**

**Columbia, SC 29201**

**Courtroom 3**

## COUNSEL MUST USE THE ELECTRONIC COURTROOM PRESENTATION SYSTEM IN TRIAL. It is COUNSEL’S responsibility to contact the court clerk for information regarding use of the electronic courtroom BEFORE trial.

When a civil action scheduled for jury trial is settled or otherwise disposed of in advance of the actual trial, then, except for good cause shown, all juror’s costs, including marshal’s fees, mileage, and per diem, may be assessed equally against the parties and their counsel or otherwise assessed as directed by the Court, unless the Clerk’s Office is notified **at least one full business day prior to the date on which the action is scheduled for trial**. Notification to the Clerk’s Office is necessary to notify jurors that their presence will not be required.

In accordance with the provisions of 28 U.S.C. § 636(c), you are hereby notified that the United States Magistrate Judges of the District Court, in addition to their other duties, may, upon consent of all parties in a civil case, and with the approval of the District Judge, conduct any or all proceedings, including a Jury or Non-Jury trial, and order the entry of a final judgment.

BY DIRECTION OF THE COURT ROBIN BLUME, CLERK