

SAMPLE OPENING STATEMENT

(COURT OFFICER MAKES ANNOUNCEMENTS ABOUT USE OF CELL PHONES AND QUIET BEHAVIOR, OR THOSE INSTRUCTIONS CAN BE INCORPORATED IN THIS OPENING.)

Good morning and welcome to courtroom 107.

- If you haven't done so already, when I conclude my opening comments, please check-in with the clerk to my right.
 - Please let the clerk know if there is an Order of Protection pending so that the court file can be made available to the court.
 - Also let the clerk know if need an interpreter, or if you have any other special needs or requests.
- If it seems that your case is being called out of order, that may be because an attorney or an interpreter is involved and those professionals need to move on to other courtrooms promptly, so those cases are given priority.
- Please listen for your case name to be called, and when it is, answer "Here" and step up to the bench.
 - Please have your paperwork ready and organized when you step up.
 - The first time your case is called, it will be to determine who is present, and what issues are before the court today.
 - When you step up, make sure to speak to me, the judge, and not to the other party.
 - If your matter is something that can be addressed quickly, we will do so.
 - If a lengthier hearing is necessary, the case will be passed until later in the call.
- For more information on court procedures, and for SRL resources, please feel free to take one of the orange information sheets available on the court officer's desk or visit the Law Library on the second floor.
- At the conclusion of today's hearing, a court order will be entered which summarizes what happened today, gives future instructions, and sets the next court date.
 - You will obtain a copy of that order from the clerk, please do not leave the courthouse without it.
- Finally, we will try to address your matters as quickly as possible, but these things take time. Our court call runs until noon, and you need to be prepared to stay until your matters are concluded for the day.
- Thank you for your attention and we will now call the first case.