

26-EX-000192

JUN 18 2026

IN THE SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT
STATE OF GEORGIACH. ALEXANDER
Clerk of Superior Court
Fulton County, Georgia

SMD

**STANDING TRIAL MANAGEMENT ORDER FOR CIVIL CASES
IN JUDGE GLANVILLE'S DIVISION**

The following terms govern the parties and their preparation for and presentation of the trial of their civil matter.

1. Conflicts/Continuances

All conflict letters must be submitted at least two weeks before the trial calendar begins and must follow Uniform Superior Court Rule 17.1 in proposing a resolution. The mere act of filing a conflict letter does not release a party from appearing at trial nor does it automatically result in a continuance. Should a matter that takes precedence over the trial of a case in this Division resolve before or during the trial calendar in this Division, the matter in this Division is subject to being called to trial.

Continuances from trial calendars will be granted sparingly and only on the basis of clearly articulated exceptional circumstances.

2. Consolidated Pre-Trial Order

If any party files a jury demand or otherwise desires a jury trial, the parties must submit, **directly to the Court**, a consolidated pre-trial order **three weeks before the trial calendar begins or on the deadline set by the Court**. Unless the parties otherwise agree, Plaintiff/Petitioner shall be responsible for consolidating the pre-trial order. All other parties shall provide their portions of the consolidated pretrial order to the Plaintiff/Petitioner no later than two business days prior to the due date. Failure to submit a pre-trial order will be deemed an election to proceed with a bench trial.

3. Court Reporter

The parties must provide their own court reporter if they desire to have the trial taken down. Attorneys have an affirmative duty to notify their clients that failure to have the trial reported may have an adverse effect on any appeal.

4. Courtroom Technology

In the event any party intends to utilize exhibits during any hearing, trial or other proceeding and the counsel is unfamiliar with the evidence presentation technology used by the Court, then that attorney should consult the Court to find out what technology will be used. If further assistance is needed, counsel should contact Court Support at (404) 612-2770 or e-mail CourtSupport@fultoncountyga.gov. If counsel is unable to get the needed assistance from contacting Court Support, he or she should contact Ms. Violeta Umana, Judicial Assistant, at Violeta.Umana@fultoncountyga.gov. Said e-mail should include the specifics of the technology questions/support needed in advance of trial. Parties must bring their own laptops to connect to Zoom when it is being utilized for evidence presentation.

The courtroom has a large screen for the jurors and smaller screens for the parties, the witness, and the Court. This equipment is available to all parties. The Court and its staff, however, are not experts in its operation. The parties are advised to familiarize themselves with this equipment before trial, to avoid embarrassment and delay. In the event any party intends to utilize exhibits during any hearing, trial or other proceeding and the counsel is unfamiliar with Zoom, then that attorney should contact Court Support at (404) 612-2770 or e-mail CourtSupport@fultoncountyga.gov. If counsel is unable to get the needed assistance from contacting Court Support, he or she should contact Ms. Violeta Umana, Judicial Assistant, at Violeta.Umana@fultoncountyga.gov. Said e-mail should include the specifics of the technology questions/support needed in advance of trial.

Parties may be free to import their own equipment (if it is compatible with and will not disrupt the Court's technology system), although this will require the issuance of an order pursuant to Uniform Superior Court Rule 22. Any party seeking such an order must provide a proposed order to Mr. Kerns at least two business days before trial.

5. Motions *in limine*

Motions *in limine* must be filed no later than **one week before the beginning of the trial calendar, or by the specific deadline set by the Court**. If a party filing a motion *in limine* believes that the motion(s) will require a hearing lasting more than an hour, the party must alert the Court so that the prospective jurors' schedule can be properly managed.

6. Depositions used at trial

If a party intends to rely on deposition testimony, that party must confer with all other parties **prior to trial** and attempt to agree on the testimony to be presented. If the parties cannot agree on what portions of the deposition testimony, if any, should be excluded, the parties must jointly prepare a list of the page and line numbers at issue and provide it to the Court **at the time they file their motions in limine**, along with the relevant text from the deposition(s).

7. Voir dire

Counsel shall submit to the Court all proposed voir dire questions **at least two business days before the beginning of the trial calendar, or by the specific deadline set by the Court**. Submissions should be made via e-mail in Microsoft Word format to Mr. Kerns, with a courtesy copy e-mailed to all opposing parties. Prior to the commencement of voir dire, the Court will discuss with the parties which questions will be permitted and which will be disallowed.

Voir dire will be conducted in the following manner: prospective jurors will be seated in the gallery in numerical order, twelve to a row; each prospective juror will have a card with his/her juror number on it. The Court will propound general questions to the entire panel. Prospective jurors will respond to the Court's questions by raising their cards. At the completion of general questioning, counsel will then be permitted to conduct follow-up questioning, provided that counsel are efficient in their use of the panelists' time. (If counsel are repeating each other or exploring areas outside the scope of the general questions, the Court may resume the role of questioner.) This follow-up questioning is limited to answers given in response to the general questions from the Court. Plaintiff/Petitioner goes first, followed by Defendant/Respondent, unless the parties agree to proceed in a different order. This process will continue until the Court determines that enough jurors have been qualified to permit peremptory striking to begin. The Court will hear requests for strikes for cause prior to beginning peremptory strikes.

Peremptory strikes will be silent. Plaintiff(s) will strike first. Parties are free to strike from the entire panel of qualified jurors and do not need to go in a particular order. Before striking begins, the Court will inform the parties of the universe from which they are to strike (*e.g.*, from No. 1 through No. 24). The same process will then be applied to the pool of potential alternate jurors.

8. Exhibits

All exhibits and demonstrative evidence must be marked, digitized (scanned) and exchanged prior to the start of trial. The parties must confer before trial concerning any issues of authenticity. Any disagreement about the admissibility of exhibits should be brought to the Court's attention before trial begins.

Any party that intends to introduce exhibits during trial must provide an exhibit list to the Court and one copy to each opposing party **prior to jury selection**. The exhibit list should include for each exhibit both the exhibit number and a brief description of what the exhibit purports to be.

Counsel are under a continuing obligation to preview exhibits with opposing counsel before relevant witnesses are called to the stand. It is not an appropriate use of the jurors' time to have the parties reviewing proposed exhibits while the witness waits on the stand and the jurors sit idly in the box.

9. Witnesses

Any party that intends to call witnesses (or present deposition testimony) must provide a witness list to the Court and one copy to each opposing party **prior to jury selection**.

If a party calls a party-opponent for cross-examination during its case-in-chief, counsel for that party-opponent (and counsel for any other party) will be permitted to examine the party-opponent immediately following the cross examination. *TGM Ashley Lakes, Inc. v. Jennings*, 264 Ga. App. 456, 467 (2003).

10. Jury charges

Counsel must submit to the Court any proposed jury charges **prior to jury selection, or by the specific deadline set by the Court**. In addition to e-filing proposed charges with the Clerk of Court, the parties must also e-mail a copy, in Microsoft Word format, to Mr. Kerns by this deadline. If a party is seeking any pattern charges, the party need only list the pattern charge numbers and titles; the Court will supply the relevant pattern language. Non-pattern requests or modified pattern requests should be submitted in full text along with citations to authority.

At the charge conference, the Court will provide a proposed draft charge and will hear argument from the parties as to what language should be added to or omitted from the proposed charge. A copy of the final charge will go out with the jury during deliberations.

12. Verdict form

The parties must submit proposed verdict forms to Mr. Kerns, again via email in Microsoft Word format, **prior to jury selection, or by the specific deadline set by the Court.**

SO ORDERED this 17th day of June 2026.

A handwritten signature in black ink, appearing to read 'Ural Glanville', written over a horizontal line.

THE HONORABLE URAL GLANVILLE, JUDGE
SUPERIOR COURT OF FULTON COUNTY
ATLANTA JUDICIAL CIRCUIT