

party no later than one (1) week prior to the commencement of trial. At the discretion of the judge assigned to the case counsel may be required to submit agreed instructions and verdict forms. Any proposed instructions that remain in dispute shall be ruled upon by the court. However, the Court may receive additional requests relating to questions arising during the trial at any time prior to the giving of final instructions. Pattern jury instructions may be requested by title and number. Requested instructions altering pattern jury instructions shall show the deleted text and the new language requested shall be underlined. Jury instructions based upon statutes or case law shall include the citation of authority at the end of the requested instruction.

- 17.2 **JURY QUESTIONNAIRES:** Jury Questionnaires will be available to counsel prior to trial dates. Requests for questionnaires should be made to the clerk. Questions asked and answered on the juror questionnaire shall not be repeated in voir dire examination.

RULE 18 CASES RESULTING IN JUDICIAL SALE

In all cases resulting in judicial sale it shall be the responsibility of the party granted said sale to prepare the Motion and Order Confirming Sale, Sheriff's return and /or certificate of purchase and the Sheriff's Deed. Further, it shall be the duty of said party to prepare and provide any other document which the clerk reasonably requests to effect conclusion of the case such as Order to Pay Out and the like.

RULE 19 CIVILITY

A lawyer shall avoid taking action adverse to the interest of a litigant known to be represented without timely notice to opposing counsel unless *ex parte* proceedings are permitted.

A lawyer shall promptly return telephone calls and answer correspondence from other lawyers.

A lawyer shall respect opposing counsel's schedule by seeking agreement on deposition dates and court appearances (other than routine motions) rather than merely serving notice.

A lawyer shall avoid making ill considered accusations of unethical conduct toward an opponent.

A lawyer shall not engage in intentionally discourteous behavior.

A lawyer shall not intentionally embarrass another attorney and shall avoid

personal criticism of other counsel.

A lawyer shall not seek sanctions against or disqualification of another attorney unless necessary for the protection of a client and fully justified by the circumstances, not for the mere purpose of obtaining a tactical advantage.

A lawyer shall strive to maintain a courteous tone in correspondence, pleadings, and other written communication.

A lawyer shall not intentionally mislead or deceive an adversary and should honor promises or commitments made.

A lawyer shall recognize that the conflicts within a legal matter are professional and not personal and endeavor to maintain a friendly and professional relationship with other attorneys in the matter - "leave the argument in the courtroom."

A lawyer shall express professional courtesy to the Court and has the right to expect professional courtesy from the Court.

RULE 20
EXTENSIONS OF TIME AND CONTINUANCES
OF HEARINGS

All motions for an extension of time to perform an act required or allowed to be done within a specified time shall show (1) when there was a prior consultation with opposing counsel, which is required, and the views of opposing counsel; (2) the date when the act was first due; (3) if prior extensions have been granted, the number of extensions granted and the date of expiration of the last extension; (4) the cause for the requested extension. Extensions will not be granted unless the motion is made before the expiration of the specified time, except upon a showing of excusable neglect; and (5) if for extension of discovery, compliance with K.S.A. 60-216(b). Stipulations for extensions of time are subject to the approval of the court.

Motions to continue a pretrial conference, a hearing on a motion, or the trial of an action must be filed with the clerk reasonably in advance of the hearing date and shall reflect the views of opposing counsel. Continuances may not be granted upon stipulation of counsel without court approval or prior knowledge.

RULE 21
SUMMONING OF JURORS

The Clerk of the District Court will cause to be called for jury trial the following number of jurors in each case unless otherwise directed by the trial judge:

1.3

30

and not

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rule 1

12 Rule 2

Rule 3

Rule 4

12 Rule 6

Rule 7

Rule 8

Rule 9

12 Rule 10

that 14

Rule 12

2 Rule 13

rule 14

12 Rule 15

12 Rule 16

Rule 18

Rule 19

Rule 20

Rule 21

Rule 22

Rule 23

Rule 24

Rule 25

Rule 26

Rule 27

Rule 28

Rule 29

Rule 30

Rule 31

Rule 32

Rule 33

Rule 34

Rule 35

Rule 36

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LOCAL RULES

- Rule 1
- Rule 2
- Rule 3
- Rule 4
- Rule 6
- Rule 7
- Rule 8
- Rule 9

THE DISTRICT

- Rule 10
- Rule 11
- Rule 12
- Rule 13
- Rule 14
- Rule 15
- Rule 16
- Rule 17
- Rule 18
- Rule 19
- Rule 20
- Rule 21
- Rule 22
- Rule 23
- Rule 24
- Rule 25
- Rule 26
- Rule 27
- Rule 28
- Rule 29
- Rule 30

DISTRICT

- Rule 31
- Rule 32
- Rule 33
- Rule 34
- Rule 35
- Rule 36