

RULES FOR LOUISIANA DISTRICT COURTS

TITLES I, II, and III

Twentieth Judicial District Court

Parishes of East Feliciana and West Feliciana

Chapter: 2

Chapter Title: Dates of Court

Appendix 1

The court holidays will be set each year by the Chief Judge.

Rule No: 2.0

Local Holidays in Addition to
Legal Holidays
Listed in La. R.S. 1:55
See 2004 Amendment to La.
R.S. 1:55(E)(1)(b) which, by
reference to La. R.S.
1:55(B)(1)(a), adds Mardi Gras
Day and General Election Day
as legal holidays.

Chapter: 3

Chapter Title: Judges and Facsimile Transmissions to the Court

Appendix 2

The Court is composed of Divisions A and B and shall sit alternately in East West Feliciana Parishes and as hereinafter provided.

Rule No: 3.1

Divisions or Sections of Court

The divisions shall sit as follows for handling of civil matters:

EAST FELICIANA PARISH

DIVISION A: First and Third week of each month.

DIVISION B: Second and Fourth week of each month.

Any week beginning with a Fifth Monday shall be office week for Division A in East Feliciana Parish and Division B in West Feliciana Parish. Mondays shall be civil rule days. Wednesdays and Thursdays may be civil days for assigned matters. Fridays may be set aside for judicial Commitment hearing days at East Louisiana State Hospital in Jackson, Louisiana.

WEST FELICIANA PARISH

DIVISION A: Second and Fourth week of each month.

DIVISION B: First and Third week of each month.

Any week beginning with a Fifth Monday shall be office week for Division A in East Feliciana Parish and Division B in West Feliciana Parish. Mondays and Tuesdays may be civil days for assigned matters. Wednesdays shall be civil rule days.

All rules, trials, motions and exceptions shall be heard on rule days, provided, however, any rule or trial requiring extended testimony may be scheduled by the court on any other civil day in the

discretion of the court.

Appendix 3

Rule No: 3.2 and 9.3

Duty Judges; Allotments;
Signing of Pleadings in
Allotted and Non-Allotted
Cases

All matters are randomly allotted.

The Clerk of Court for the Parish of East Feliciana and the Clerk of Court for the Parish of West Feliciana shall establish a special "duty judges" folder for presentation at least once each week to the presiding judge in the appropriate parish. Ministerial matters requiring the signature of a judge such as petitions to make judgment executory, petitions for garnishment, judgment debtor rules, preliminary defaults, approval of out of parish bonds, appointment of curators, appointment of private process servers and the like, regardless of the division assigned, shall be placed in the "duty judge" folder for signature by the then presiding judge. Any matters allocated to the "duty judge" folder may, if deemed inappropriate for inclusion by the duty judge or the judge of the division assigned, be returned to the appropriate division for further action.

Chapter: 4

Chapter Title: Court Personnel

Appendix 4

Rule No: 4.1

Judicial Administrators and
Clerks of Court

Miranda Bourgoyne
Court Administrator (Court Reporter)
20th Judicial District Court
P. O. Box 529
Clinton, LA 70722
Telephone: (225) 683-0613
Facsimile: (225) 683-3121
E-Mail: mbourgoyne@bellsouth.net

Hon. David Dart www.eastfelicianaclerk.org/
Clerk of Court
Parish of East Feliciana
P. O. Box 599
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Telephone: (225) 683-5145
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Hon. Felicia Ann Hendl www.westfelicianaclerkofcourt.org/
Clerk of Court
Parish of West Feliciana
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Chapter: 5

Chapter Title: Courtroom Use, Accessibility and Security

Appendix 5A

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5A.PDF>

Rule No: 5.1

Americans with Disabilities
Form

Appendix 5B

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5b.PDF>

Rule No: 5.2

Request for Interpreter and
Order

Appendix 5C

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX5C.PDF>

Rule No: 5.1

Interpreters Oath

Chapter: 8

Chapter Title: Indigents and In Forma Pauperis

Appendix 6

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX6.PDF>

Rule No: 8.0

In Forma Pauperis Affidavit

Chapter: 9

Chapter Title: Procedure

Appendix 7

None.

Rule No: 9.4

Presentation of Pleadings to the
Court and Filing with the Clerk
of Court

Appendix 8

Rule No: 9.14

Fixing for Trial or Hearing;
Scheduling Orders; Contact
with Jurors

A motion to fix for trial shall not be made until all delays have run and, where appropriate, discovery completed. Trial of motions and preliminary matters shall be set on motion of a party. Trial on the merits shall be set after a pre trial conference.

To expedite trial of civil and criminal cases and to insure timely subpoenaing of witnesses, attorneys or litigants desiring subpoena of witnesses shall submit, in writing, a list of the names and addresses of the witnesses to the Clerk of Court at least ten days in advance of the trial or hearing if the witness is domiciled in the parish where the case is pending or thirty days in advance of the trial or hearing if the witness is domiciled in another parish.

Civil juries may be impaneled by Division A or Division B as required.

Judicial commitments may be heard at East Louisiana State Hospital in Jackson, Louisiana on Fridays of the First and Third weeks. Cases shall be allotted by the Court Reporter in the office of the Judge of Division A after consultation with the Judge of Division B.

Chapter: 13

Chapter Title: Civil Litigation Filed by Inmates

Appendix 9A

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9a.PDF>

Rule No: 13.0

Appendix 9B

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9b.PDF>

Rule No: 13.0

Pro Se Prisoner-Plaintiff's
Portion of the Pre-Trial Order

Appendix 9C

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9c.PDF>

Rule No: 13.3

Application to Proceed In
Forma Pauperis Filed in
District Court

Appendix 9D

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX9d.PDF>

Rule No: 13.3

Motion to Proceed In Forma
Pauperis on Appeals/Writs

Appendix 10

<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX10.PDF>

Rule No: 13.2

In Forma Pauperis Application;
Civil Litigation Filed by
Inmate - Appeal

Chapter: 14

Chapter Title: Allotment of Cases

Appendix 11

JURY

Rule No: 14.0

System of Random Allotment
of Criminal Cases (Other than
Traffic, Wildlife, and Appeals
from Lower Courts)

The Grand and Criminal Petit Jury Terms shall be as follows:

MONTH	EAST FELICIANA		WEST FELICIANA	
	Grand Jury	Petit Jury	Grand Jury	Petit Jury
January				Second Monday (A)
February		First Monday(A)		
March			First Monday(B)	Third Monday (B)
April		Fourth Monday(B)		
May	First Monday(A)		Second Monday(A)	
June		Third Monday (A)		
July				Third Monday (B)
August		Fourth Monday (B)		
September			Second Monday(A)	Second Monday(A)
October		First Monday (A)		Third Monday(B)
November	Second Monday(B)			

Random Allotment Traffic
Offenses, Wildlife Offenses,
and Appeals from Courts of
Limited Jurisdiction

Appendix 13
Rule No: 14.1

Rule 14.1 is hereby adopted.

Allotment - Defendant with
More than One Felony Case

Chapter: 15 **Chapter Title:** Assignment of Cases and Preliminary Motions

Appendix 14
Rule No: 15.0

The court shall schedule pre trial or status conferences at arraignment or later on its own motion.

Assignment of Cases, Filing of
Motions, Pre-Trial and Status
Conferences

Appendix 15
Rule No: 15.1

None.

Alternative Method of Service
on District Attorney

Appendix 16
Rule No: 15.2

Court advises of right to counsel at the appearance mandated by C.Cr.P. 230.1 and at arraignment.

Appointment of Counsel

Chapter: 18 **Chapter Title:** Arraignment

Appendix 17
<http://www.lasc.org/rules/dist.ct/COURTRULESAPPENDIX17.PDF>

Rule No: 18.0

Waiver of Formal Arraignment

Chapter: 19 **Chapter Title:** Simultaneous Peremptory Challenges

Appendix 18
Rule No: 19.0

Pursuant to Code of Criminal Procedure Article 788 as amended by Act 603 of 1983 the Court adopts this local rule to provide for a system of simultaneous exercise of peremptory challenges. At the conclusion of the examination of prospective jurors, if the Court elects to utilize a system of simultaneous exercise of peremptory challenges in the instant trial, those prospective jurors who have not been excused for cause, shall be tendered to the State and to the defendant(s) for simultaneous exercise of peremptory challenges in writing in a manner to be determined by the Court.
