

LSPR 97.01 MOTION PRACTICE

1. *Limits on Calendars.* The court may direct the clerk to limit the number of motions to be heard on a particular calendar. Motions may be scheduled on a full calendar only by court order. The clerk will inform the moving or petitioning party if a hearing is noted for a calendar that is already full.

2. *Filing Requirements and Deadlines.*
 - 2.1 Motions, briefs, and all supporting documents must be filed and served before 4:30 p.m. six court days before the motion calendar day (for example, by 4:30 p.m. on Tuesday of the week preceding a Wednesday calendar). Motions may not be scheduled for a hearing before filing the motion and any declarations. Upon objection, motions that violate this requirement may be stricken or continued. This rule does not affect the notice requirements of the Civil Rules or any statute regarding dispositive motions.
 - 2.2 All responding documents must be filed and served before noon three court days before the motion calendar day (for example, by noon Friday for a Wednesday calendar). Upon objection, late filing of responding documents may result in striking the documents or a continuance and terms.
 - 2.3 All reply documents must be filed and served before noon, two court days preceding the motion calendar day (for example, by noon Monday for a Wednesday calendar). Upon objection, late filing of reply documents may result in striking the documents or a continuance and terms.

3. *Bench Copies.*
 - 3.1 A bench copy of all briefs, attachments and exhibits *in response* to a motion, or *in reply* to a response, shall be provided to court administration at or before the time of filing the originals with the clerk.
 - 1.2 A bench copy of all briefs, attachments and exhibits for all Motions for Summary Judgment, Motions for Revision, and Motions to Shorten Time, shall be provided to court administration at or before the time of filing the originals with the clerk. All bench copies associated with Motions for Summary Judgment and Motions for Revision shall be provided in a tabbed binder.
 - 1.3 Each bench copy shall be identified as a bench copy and shall identify the date, time, and the docket where the matter is scheduled to be heard in the top left-hand corner of the first page.
 - 1.4 A response or reply not in compliance with this rule may result in the documents being stricken from consideration. The court, in its discretion, may award terms for failure to comply with this rule.

[Adopted effective 9-1-2023.]