

**JUDGE ZURZOLO’S PROCEDURES:**  
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**TRIALS and EVIDENTIARY HEARINGS**

**Updated November 2022**

**A. ATTENDANCE IN PERSON**

Unless otherwise ordered, all trials and evidentiary hearings will take place in court and in person.

**B. BRIEFS**

- (1) **LBR Reference**                      Judge Zurzolo requires compliance with **LBR 9013-2**
- (2) **Judge’s Copy**                        Judge Zurzolo requires compliance with **Section 2-02 of The Central Guide** at this link: [Addresses: Courthouses: JUDGE'S COPIES; Documents Filed under Seal | Central District of California | United States Bankruptcy Court \(uscourts.gov\)](#)

**C. TRANSCRIPTS OF RECORDED TESTIMONY**

Judge Zurzolo requires compliance with **The Central Guide** when parties use any transcript of recorded testimony as evidence during a trial or evidentiary hearing. **See section 4 of The Central Guide, Rule 7030-1** at this link: [Discovery: USING TRANSCRIPTS AS EVIDENCE | Central District of California | United States Bankruptcy Court \(uscourts.gov\)](#)

- (1) **LBR Reference**: All provisions of **LBR 7030-1** apply to depositions, including lodging original and copies of transcripts. Judge Zurzolo extends the provisions of LBR 7030-1 to include **transcripts of testimony taking at a deposition, at a 2004 Examinations, and at a 341(a) Meeting of Creditors.**
- (2) **Marking and Countermarking Proffered Testimony**: Per **LBR 7030-1(b)(2)**, each party must mark or countermark testimony each party intends to offer from a particular transcript.
- (3) **Marking Objections to Proffered Testimony**: Per **LBR 7030-1(b)(3)**, each party must mark objections to proffered evidence of the other party in the margins of the transcript.

## D. EXHIBITS

### (1) Exhibits Submitted with a Filed Document: Identification and Tabs

Judge Zurzolo requires compliance with **The Central Guide** when parties submit exhibits with a filed document for use during a trial or evidentiary hearing. **See section 4 of The Central Guide, Rule 9014(d)-(e)**, at this link. [CONTESTED MATTERS: Evidence | Central District of California | United States Bankruptcy Court \(uscourts.gov\)](#)

- (a) LBR References: **LBRs 9070-1(a)(1)-(2), 9013-1(c)(3) and 9013-1(i)** apply, including filing, attaching, and authenticating exhibits with appropriate certifications and/or declarations under penalty of perjury.
- (b) Exhibit Tabs: Per **LBR 9070-1(a)(2)**, exhibits submitted with a filed document, including a pre-trial stipulation, must be separated by exhibit tabs as follows:
  - \* **Numbers**: Plaintiff / Movant's exhibits must be marked with numbers in increasing order
  - \* **Letters**: Defendant / Respondent's exhibits must be marked with letters in alphabetical order.

### (2) Exhibits Presented During a Trial or Evidentiary Hearing: Register, Tags, Copies

Judge Zurzolo requires compliance with **The Central Guide** when parties prepare exhibits to be presented during a live trial or evidentiary hearing. **See section 4 of The Central Guide, Rule 7030-1, for links to court forms for an exhibit register and exhibit tags**: ([Evidence: EXHIBIT REGISTER; EXHIBIT TAGS: Plaintiff & Defendant | Central District of California | United States Bankruptcy Court \(ao.dcn\)](#))

- (a) LBR References: **LBRs 9070-1(a)(3)-(5)** apply to exhibits presented with live testimony.
- (b) Exhibit Register: Per **LBR 9070-1(a)(3)**, all parties presenting exhibits during a trial or evidentiary hearing must prepare an exhibit register on **Form B 3024** "EXHIBIT REGISTER AND NOTICE RE DISPOSITION OF EXHIBITS"
- (c) Exhibit Tags: Per **LBR 9070-1(a)(1)-(3)** all parties presenting exhibits have the responsibility to tag their own exhibits prior to the start of trial.
  - \* **Plaintiff's** exhibit tags – use LBR form F 9070-1.TAG.PLAINTIFF
  - \* **Defendant's** exhibit tags – use LBR form F 9070-2.TAG.DEFENDANT
- (d) # of Exhibit Copies: Per **LBR 9070-1(a)(4)-(5)**:
  - \* Please bring **one original set** (for the court recorder)
  - \* Please bring **at least 4 sets of copies** (1/each counsel, 1/judge, 1/witness)