

<p>District Court, El Paso County, State of Colorado 270 South Tejon Colorado Springs, CO 80903 Phone Number: (719)452-5000</p> <hr/> <p>IN RE: THE ALLOCATION OF PARENTAL RESPONSIBILITIES CONCERNING:</p> <p>[DOB:], Minor Child.</p> <p>OR</p> <p>IN RE: THE MARRIAGE OF:</p> <p>Petitioner, vs. Respondent.</p>	<p style="text-align: center;">▲ COURT USE ONLY ▲</p> <hr/> <p>Case Number:</p> <p>Div.: 16 Ctrm.: S370</p>
<p>DOMESTIC CASE MANAGEMENT ORDER (Effective November 7, 2018)</p>	

This matter having come before the court by way of Petitioner’s/Respondent’s Setting of a Hearing on . The case is now scheduled for on at for hours/days. Accordingly, the court enters the following order regarding preparation for the hearing.

The following mandatory requirements must be met before the scheduled hearing:

- I. Pursuant to C.R.C.P. 16.2 (e-g), within 42 days of service of a Petition or Post-Decree Motion, but not later than 21 days prior to the hearing, each party shall provide to the other party full disclosures, including, but not limited to:
 1. **Financial Affidavits**
 2. **Child Support Worksheets**
 3. **Complete copies of state and federal income tax filings for the three (3) years preceding the filing of the petition or motion.**

A Certificate of Compliance shall be filed with the court, pursuant to Rule 16.2(e)(7). Any use of experts shall be in compliance with Rule 16.2(g).

- II. A. **If at least one party is represented by counsel**, Counsel shall electronically file a mutually developed Trial Management Certificate **at least 7 days** prior to the hearing [*See* C.R.C.P. 16.2(h)(2)].

- B. If both parties are not represented by counsel, each party shall file with the court a brief statement as to the disputed issues and that party's **list of witnesses and exhibits**, together with an **updated financial affidavit**, and mail same to the opposing party **at least 14 days** prior to the hearing. Actual exhibits, other than financial affidavits, shall not be filed with the court in advance of the hearing.
- III. The parties shall conduct good-faith **mediation** pursuant to C.R.S. § 13-22-311 and 313 **at least 14 days** prior to the hearing. Parties may utilize the services of the Office of Dispute Resolution, 270 South Tejon, Colorado Springs, CO 80903, Phone: (719)452-5382, or other qualified private mediator/arbitrator. The parties shall certify to the court in the Trial Management Certificate (or their statement of disputed issues if not represented by counsel) that they have attended mediation and made a good-faith effort to resolve disputed issues.
- IV. **SELF-REPRESENTED PARTIES:**

Parties who represent themselves must make themselves familiar with the applicable rules of civil procedure and evidence. All forms are available at www.courts.state.co.us. Assistance can be obtained from the Family Court Facilitator's Office by calling (719)452-5104, or coming to the El Paso County Courthouse during walk-in hours Monday through Thursday from 1:00 p.m. to 4:00 p.m., or Monday and Friday from 8:30 a.m. to 11:30 a.m. The court and court staff cannot represent your legal interests. Preparing for your hearing is essential so that the court has the information to make an appropriate decision on that day.

TIMING:

Due to the court's docket, the time set for hearings will be strictly followed. Unless there is further order of the court, each side shall have ½ the time allocated for the hearing (*e.g.* for a 1-hour hearing, each side will have 30 minutes to present their side of the case, including examination of opposing witnesses). The court will keep track of the time. Parties should use their time wisely as the evidence is subject to being cut off by the court once the respective time limit is met.

IF ANY PARTY FAILS TO COMPLY WITH THIS ORDER, THE HEARING MAY BE VACATED UNLESS THE PARTIES APPEAR WITH A STIPULATION AS TO ALL ISSUES OR THE COURT DETERMINES THAT THERE WOULD BE CLEAR PREJUDICE TO THE COMPLYING PARTY. THE COURT MAY IMPOSE SANCTIONS ON THE NON-COMPLYING PARTY, WHICH MAY INCLUDE EXCLUSION OF WITNESSES OR EXHIBITS, THE PAYMENT OF ATTORNEY'S FEES AND COSTS AND OTHER APPROPRIATE REMEDIES.

BY THE COURT:



G. DAVID MILLER
District Court Judge