

DISTRICT COURT CITY & COUNTY OF DENVER, COLORADO 1437 Bannock Street, Room 256 Denver, Colorado 80202	DATE FILED: September 14, 2023 4:33 PM
Plaintiff: NORMA ANDERSON, ET AL, v. Defendant: JENA GRISWOLD, ET AL.	Case Number: 2023CV32577 Courtroom: 209
DELAY REDUCTION ORDER	

All civil courtrooms are on a delay reduction docket.

IF AN ATTORNEY OR PRO-SE PARTY FAILS TO COMPLY WITH THIS ORDER, THE COURT MAY DISMISS THE CASE WITHOUT PREJUDICE. THIS ORDER IS THE INITIAL NOTICE REQUIRED BY C.R.C.P 121 § 1-10, AND C.R.C.P. 41(B)(2).

A. In all civil actions, the following deadlines must be met:

1. **Service of Process:** Proof of service of process under C.R.C.P. 4 for all defendants must be filed within **63 days** after filing the complaint. After **63 days**, the Court may dismiss the action against any defendant for whom proof of service has not been filed.
2. **Default:** Motions for judgment must be filed within **14 days** after default has occurred and must comply with C.R.C.P. 121 § 1-14. Reasonable inquiry regarding a person's military status requires confirmation through the Department of Defense's Servicemembers Civil Relief Act website (<https://scra.dmdc.osd.mil>) or equivalent confirmation.
3. **Trial Setting:** The Responsible Attorney, as defined in C.R.C.P. 16(b)(2), must file and serve a Notice to Set the case for trial and complete the trial setting no later than **14 days** from the date the case is at issue. Counsel may call the courtroom to set trials only on Tuesdays, Wednesdays, and Thursdays from 10:00 a.m. until noon.

4. **Continuances:** Continuances of trials are disfavored, and continuances of trial are even less likely to be granted if the trial cannot be reset within a year of the filing date of the action. Accordingly, if you schedule your trial toward the end of the one-year period, you should assume that you will not be able to obtain a continuance of the trial.

5. **Cases filed under C.R.C.P. 16:**
 - a) **Case Management Conference:** The notice to set trial must also include a notice to set a Case Management Conference to be held no later than **49 days** after the case is at issue. Counsel may call the courtroom to set case management conferences only on Tuesdays, Wednesdays, and Thursdays from 10:00 a.m. until noon.

 - b) **Proposed Case Management Order:** At least **7 days** before the Case Management Conference, the parties must file a proposed Case Management Order.

 - c) **Waiver of Case Management Conference:** If all parties are represented by counsel, a joint request to waive the case management conference may be included in the proposed Case Management Order. Unless such a request has been granted, counsel must appear for the case management conference.

6. **Cases filed under C.R.C.P. 16.1:**

Certificate of Compliance: Not later than **49 days** after the case is at issue, the Plaintiff (or the Responsible Attorney) must file a Certificate of Compliance as required under C.R.C.P. 16.1(h). No Case Management Order or Case Management Conference is required.

B. Additionally, in all civil actions, the following provisions apply:

1. **Service of this Order:** The Plaintiff or Responsible Attorney must send a copy of this Order to all other parties who enter their appearance.

2. **Related Cases:** An attorney entering an appearance in this case who is aware of a related case is ordered to complete and file in this case an Information Regarding Related Case(s) form, available in Room 256 of the City and County Building or online at:

[https://www.courts.state.co.us/userfiles/file/Information_Relating_Related_Cases_Form\(1\).doc](https://www.courts.state.co.us/userfiles/file/Information_Relating_Related_Cases_Form(1).doc)

Date: September 14, 2023

BY THE COURT:

A handwritten signature in blue ink that reads "Sarah B. Wallace". The signature is written in a cursive style with a large initial "S" and a long, sweeping underline.

Sarah B. Wallace
District Court Judge