

IMPORTANT INFORMATION REGARDING YOUR PRETRIAL

You have been identified as a party in a civil lawsuit who is not represented by an attorney. The following is important information you should know to assist you during this litigation:

- A) Your case has been set for a pretrial conference. A notice with the date, time and judge is included in this mailing.
- B) A pretrial is an opportunity for the parties to review the case with the presiding judge, before any trial is set.
- C) Issues that may be discussed are:
 - 1) The nature or theory of your claim or defense.
 - 2) The witnesses you anticipate calling to testify.
 - 3) The exhibits (i.e. documents, photos, etc.) you will offer.
 - 4) The length of time, in court, you believe it will take to present your claim or defense.
- D) In all civil cases the trial judge must apply the Michigan Court Rules and Michigan Rules of Evidence. Even though you may not be familiar with their provisions they still govern how your case proceeds. If you have Internet access these rules, together with a wealth of practical information, can be found at “Michigan Courts, One Court of Justice” at www.courts.michigan.gov, or at our court website below.
- E) The court clerks must be able to reach you by both mail and telephone. You have an ongoing obligation to keep us, as well as the opposing party, aware of current, accurate contact information.
- F) Michigan Court Rule 2.401, dealing with pretrial procedures, provides that the trial judge can penalize either or both parties for failing to be prepared for the pretrial, and/or failing to attend the scheduled pretrial.
- G) You may be at a disadvantage representing yourself. Michigan law does not permit a court to appoint a lawyer in a civil matter. You are encouraged, however, to seek legal review and advice even if you choose to represent yourself. **THE BETTER YOU PREPARE THE MORE LIKELY YOU WILL SUCCEED.**