

## **Superior Court for Family Matters Standing Orders**

### **Pretrial Standing Order – Effective 4/1/2014**

All counsel and parties assigned a judicial, family relations or special master pretrial are ordered to come to court and arrive on time. Counsel and self-represented parties are to exchange with each other, and submit to the pre-trying authority (the person(s) presiding over the pretrial) the documents that comply with these Standing Orders. **Counsel and self-represented parties must be prepared to provide any supporting documentation needed, and should bring such documentation to the pretrial.**

Counsel and self-represented parties shall exchange the following documents at least seven (7) calendar days prior to the scheduled pretrial. These documents shall be submitted to the pre-trying authority at the time of the pretrial:

1. A non-argumentative memorandum that sets forth the facts relevant to the criteria in Connecticut General Statutes §§ 46b-81 and 46b-82;
2. Written proposed orders in accordance with Practice Book Sec. 25-30(c) and (d), which shall be comprehensive and state the parties' requested relief;
3. Current sworn financial affidavits (Form JD-FM-6), including a detailed income statement, a list of assets and liabilities, the sworn-to value of all assets, current value of all retirement and employment benefits and any proposed distribution;
4. If there are minor children, the parties shall prepare a fully completed child support guidelines worksheet that they agree to. If the parties do not agree, each party shall provide his or her own fully completed child support guidelines worksheet;

**If a party does not fully comply with this order, that party may have sanctions imposed on him or her by the presiding judge.**

These orders do not include and are not intended to be addressed to guardians ad litem for minor children.

The Honorable Elizabeth A. Bozzuto  
Chief Administrative Judge  
Family Division