

**26th Judicial District Court
Court Call Request**

Case Name: _____

Docket Number: _____

Division: _____

Date of Hearing: _____

Type of Hearing: _____

Contested: ☐ Yes ☐ No

Attorneys: _____

Do all counsel agree to the use of Court Call? ☐ Yes ☐ No

Email Address of all Parties requesting to appear via Court Call:

Reason for request:

For Court Use Only:

☐ **APPROVED**

☐ **DENIED**

Judge Signature

Date

TWENTY-SIXTH JUDICIAL DISTRICT COURT - SCHE

BOSSIER PARISH

	2A Functions	2B Functions	3A Functions	3B Functions	4B Functions
Jan. 4	SELF	Stahl	CRAIG	Nerren	
Jan. 11	NERREN(GJ)		SELF	Smith	Stinson (M, W, Th)
Jan. 19 (Tu.)	STINSON	Self	STAHL	Craig	Smith
Jan. 25	Stinson (PJ)	CRAIG	Self (PJ)	NERREN	Smith (M, W,Th)
Feb. 1	STAHL		SELF	Craig	Stinson (M,W,Th)
Feb. 8	NERREN	Self	STINSON	Smith	Stahl
Feb. 16 (Tu)	SELF	Smith	CRAIG	Stahl	Nerren
Feb. 22	Stahl (PJ)	STINSON	Craig(PJ)	SMITH	Nerren (M,W,Th)
Mar. 1	CRAIG		STAHL		Nerren (M,W,Th)
Mar. 8	SMITH		NERREN		Self (M,Tu,W); Craig (Th,F)
Mar. 15	Nerren (PJ)	STINSON	Smith (PJ)	SELF	
Mar. 22	CRAIG	Stahl	STINSON	Nerren	Self (M,Tu,W,Th)
Mar. 29	SMITH	Stinson	SELF		
NO COURT - April 8-9 -JUDGES' SPRING CONFERENCE					
Apr. 5	STINSON	Stahl	NERREN	Smith	Self
Apr. 12	Self (PJ)	SMITH	Stinson (CJ)	STAHL	Craig (M,Tu,W)
Apr. 19	Craig (PJ)	NERREN	Stahl(CJ)	SMITH	Self (M,Tu,W); Stinson(Th,F)
Apr. 26	Smith (PJ)	CRAIG	Nerren(CJ)	STINSON	
May. 3	STAHL	Stinson	SELF	Craig	
May. 10	Stinson (PJ)	NERREN	Self(CJ)	CRAIG	
May. 17	SELF	Stinson*	SMITH		Stahl (M,Tu,W)*
May. 24	Stahl (PJ)	SELF	Craig (CJ)	NERREN	Stinson (M,Tu,W)
June. 1 (Tu)	SMITH	Nerren	STAHL		
June. 7	NO COURT- SUMMER SCHOOL FOR JUDGES				
June. 14	Nerren (PJ)	CRAIG	Smith (CJ)	STINSON	
June. 21	SMITH	Stinson	SELF	Stahl	Craig (M,W,Th)
June. 28	Self (PJ)	STAHL	Stinson (CJ)	CRAIG	

BOSSIER PARISH

	2A Functions	2B Functions	3A Functions	3B Functions	4B Functions
July. 6(Tu)	NERREN	Craig	SMITH	Self	Stinson
July. 12	STINSON(GJ)	Self	STAHL	Nerren	Smith (M,Tu,W); Craig (Th,F)
July. 19	Smith (PJ)	CRAIG	Nerren (CJ)	SELF	
July. 26	STAHL	Smith	NERREN	Craig	
Aug. 2	Craig (PJ)	SELF	Stahl(CJ)	SMITH	
Aug.9	SMITH	Nerren	STINSON		
Aug. 16	Stahl (PJ)	STINSON	Craig (CJ)	NERREN	Smith(M,Tu,W); Self (Th,F)
Aug. 23	SELF	Craig	STINSON		Stahl (M,W,Th)
Aug. 30	Stinson (PJ)	STAHL	Self (CJ)	SMITH	Nerren (M,Tu,W)

Sept. 7 (Tu.)	NERREN	Stinson	SELF	Stahl	Craig (Tu,W,Th,F)
Sept. 13	Nerren (PJ)	SELF	Smith (PJ)	CRAIG	Stinson (M,Tu,W); Stahl (Th,F)
Sept. 20	CRAIG		SMITH	Nerren	
Sept. 27	Stahl (PJ)	SELF	Craig (PJ)	STINSON	

NO COURT -October 4-5 - OPENING OF THE SUPREME COURT

Oct. 6(Wed)	SMITH		NERREN	Craig	Stahl
Oct. 11	Nerren (PJ)	CRAIG	Smith(CJ)	STAHL	
Oct. 18	Self(PJ)	NERREN	Stinson (PJ)	SMITH	
Oct. 25	STINSON	Smith	NERREN		Self (M,Tu,W)
Nov. 2 (Tu)	STAHL		CRAIG	Stinson	Self
Nov. 8	SELF	Nerren	STAHL	Craig (M,W)	Stinson
Nov. 15	Craig (JURY)	SMITH	Stahl (JURY)	STINSON	
Nov. 22	CRAIG	Stinson	SMITH (M,Tu)	Self	Nerren
Nov. 29	Smith (JURY)	STAHL	Nerren(JURY)	SELF	Craig (M,Tu,W); Stinson (Th,F)

Dec. 6	Stinson (JURY)	STAHL	Self (JURY)	CRAIG	
Dec. 13	CRAIG		NERREN		Smith

NO COURT - ONE DUTY JUDGE IN EACH PARISH

Dec. 20					
Dec. 27	STINSON	Nerren	STAHL	Smith (M,Tu,W)	Craig

SCHEDULE OF JUDGES - 2027**WEBSTER PARISH**

	A Functions	B Functions	C Functions
Jan. 4	SMITH(GJ)		
Jan. 11	CRAIG (PJ)	Stahl(PJ)	Stinson (Tu, F)
Jan. 19 (Tu.)	NERREN		
Jan. 25	STAHL	Smith (Tu,F)	
Feb. 1	SMITH (PJ)	Nerren(PJ)	Stinson (Tu,F)
Feb. 8	CRAIG		
Feb. 16 (Tu)	STINSON		
Feb. 22	SELF	Nerren (Tu,F)	
Mar. 1	STINSON (PJ)	Self (PJ)	Nerren (Tu,F)
Mar. 8	CRAIG(M,Tu,W)	SELF (Th,F)	
Mar. 15	STAHL		
Mar. 22	SMITH		
Mar. 29	STAHL (CJ)	Craig (PJ)	
	NO COURT -April 8-9 - JUDGES' SPRING CONFERENCE		
Apr. 5	CRAIG		
Apr. 12	NERREN		
Apr. 19	STINSON (M,Tu,W)	SELF (Th,F)	
Apr. 26	STAHL		
May. 3	NERREN (CJ)	Smith (PJ)	
May. 10	STAHL		
May. 17	CRAIG		
May. 24	SMITH		
June. 1 (Tu)	STINSON	Self (Tu, W, F)	
June. 7	NO COURT - SUMMER SCHOOL FOR JUDGES		
June. 14	STAHL(GJ)		
June. 21	NERREN	Craig (Tu,F)	
June. 28	SMITH		

WEBSTER PARISH

	A Functions	B Functions	C Functions
July. 6(Tu)	STAHL		
July. 12	CRAIG (M,Tu,W)	SMITH (Th,F)	
July. 19	STINSON		
July. 26	SELF (CJ)	Stinson(PJ)	
Aug. 2	NERREN		
Aug.9	CRAIG (CJ)	Stahl (PJ)	
Aug. 16	SELF(M,Tu,W)	SMITH (Th,F)	
Aug. 23	SMITH (CJ)	Nerren(PJ)	Stahl (Tu,F)
Aug. 30	CRAIG		

Sept. 7 (Tu.)	SMITH	
Sept. 13	STAHL(M,Tu,W)	STINSON (Th,F)
Sept. 20	STINSON (CJ)	Self(PJ)
Sept. 27	NERREN	
NO COURT - October 4-5 - OPENING OF THE SUPREME COURT		
Oct. 6(Wed)	SELF	
Oct. 11	STINSON	
Oct. 18	STAHL	
Oct. 25	CRAIG (JURY)	Stahl(JURY)
Nov. 2 (Tu)	NERREN	
Nov. 8	SMITH	Craig (Tu,F)
Nov. 15	SELF	
Nov. 22	STAHL	
Nov. 29	STINSON(M,Tu,W)	CRAIG (Th,F)
Dec. 6	NERREN(JURY)	Smith (JURY)
Dec. 13	STINSON (JURY)	Self (JURY)
Dec. 20	NO COURT - ONE DUTY JUDGE IN EACH PARISH	
Dec. 27	SELF	

9/23/2026

2027 COURTROOM FUNCTIONS - 26TH JUDICIAL DISTRICT

I. BOSSIER PARISH

"2A" Functions - Criminal Duty Judge on Non-Jury Weeks

Monday -72-Hr Hearings @ 9:15a.m.; Video Court with Jail Defendants; Probation Violations; Fine and Cost Review; Felony Motions (Except Jury Weeks)

Tuesday -72-Hr. Hearings @ 9:15a.m.; Felony Bond Return; Felony Motions requiring witnesses @ 1:30pm; Jury Status Conference (Except Jury Weeks)

Wednesday - 72-Hr. Hearings @ 9:15a.m.; Misdemeanor Arraignments, Motions, Remands and Trials (Except Jury Weeks)

Thursday - Traffic; (Except Jury Weeks)

Friday - 72 Hr. Hearings @ 9:15a.m.; Special Settings as calendared by Judge; (Except Jury Weeks)

"2B" Functions - Criminal Hearings (Criminal Duty on Jury Weeks and should follow schedule for 2A)

(If on Split week, follow schedule for 4B)

Monday - Felony Arraignments; Criminal Motions and Remands; Jury Status Conference (72-Hr. Hearings @ 9:15a.m. on Jury Weeks)

Tuesday - Felony Arraignments; Felony Motions and Remands; (72-Hr. Hearings @ 9:15a.m. on Jury Weeks)

Wednesday - Misdemeanor Arraignments; Remands and Trials; (72-Hr. Hearings @ 9:15a.m. on Jury Weeks)

Thursday - 72-Hr. Hearings 9:15a.m. Video Court with Jail Defendants; Probation Violations; Fine and Cost Review; Felony Motions

Friday - Special Settings as calendared by Judge; (72-Hr. Hearings @ 9:15a.m. on Jury Weeks)

"3A" Functions - Civil Duty Judge on Non-Jury Weeks

Monday - Juvenile; Exceptions to Hearing Officer Recommendation @ 1:15pm; Adoptions @ 1:30pm; Drug Court @ 3:00pm

Tuesday - Civil Motion Hour and Civil Rules

Wednesday - Civil Motion Hour and Civil Rules

Thursday - Civil Motion Hour and Civil Trials

Friday -Civil Trials

"3B" Functions - Civil Hearings (Civil Duty Judge on Jury Weeks)

(If on Split week, follow schedule for 4B)

Monday - Civil Motion Hour and Civil Rules; (Juvenile; Exceptions to Hearing Officer Recommendation @ 1:15pm; Adoptions @ 1:30pm; Drug Court @ 3:00pm on Jury Weeks)

Tuesday - Civil Motion Hour and Civil Rules

Wednesday - Civil Motion Hour and Civil Rules

Thursday - Civil Motion Hour and Civil Trials

Friday - Special Settings as calendared by Judge

"4B" Functions - Split Weeks Only

Monday - Felony Arraignments; Criminal Motions and Remands; Jury Status Conferences (or in Webster Parish if Reflected on Court Calendar)

Tuesday - Civil Motion Hour and Civil Rules (or in Webster Parish if reflected on Calendar)

Wednesday - Video or in person Felony and Misdemeanor Matters (or in Webster Parish if Reflected on Court Calendar)

Thursday - Civil Motion Hour and Civil Rules (or in Webster Parish if Reflected on Court Calendar)

Friday - Video or in person Felony and Misdemeanor Matters (or in Webster Parish if Reflected on Court Calendar)

*Except when judges are not scheduled for split weeks, "4B" Function Weeks will be used to set Special Settings at the Judges' discretion.

II. WEBSTER PARISH

"A" Functions (When Only One Judge For the Week)

Civil Motion Hour at 9:30 A.M. on Tuesday, Wednesday & Thursday)
(Confirmation of Defaults on Tuesday and Thursday only)

Monday	- 72-Hour Hearings; Felony Arraignments; Criminal Motions; Revocations; Remands; Adoptions*; Juvenile Court @ 1:30pm
Tuesday	- Civil Motion Hour, Motions, Exceptions and Civil Rules
Wednesday	- Civil Motion Hour and Civil Trials; 72-Hour Hearings (Except Weeks in which Monday is a Legal Holiday- During Those Weeks Only: Felony Arraignments, Criminal Motions, Remands, Revocations)
Thursday	- Civil Motion Hour and Civil Trials
Friday	- 72-Hour Hearings; Misdemeanor Criminal and Traffic Arraignments, Remands and Trials;

SPLIT WEEK FUNCTIONS

"A" Functions

Monday	- Felony Arraignments, Criminal Motions, Revocations, Remands; Misdemeanor Arraignments/Trials; Juvenile (if necessary)
Tuesday	- Civil Motion Hour and Civil Rules
Wednesday	- Civil Trials; 72-Hour Hearings

"B" Functions

Tuesday	- Civil Motion Hour and Civil Rules
Thursday	- Civil Motion Hour and Civil Rules
Friday	- 72- Hour Hearings; Felony Arraignments, Criminal Motions, Remands; Revocations; Misdemeanor Criminal and Traffic Arraignments

"C" Functions

Tuesday	- Civil Motion Hour and Civil Rules
Friday	- Misdemeanor Criminal and Traffic Arraignments, Remands and Trials; 72-Hour Hearings (Jury Weeks Only)

*Adoptions may also be set on Wednesdays and Thursdays in Webster Parish at the discretion of the judge.

On Weeks with a Monday, Tuesday, Wednesday A Function Judge and a Thursday, Friday B Function Judge: The A Function Judge will serve as duty judge on Monday, Tuesday and Wednesday while the B Function Judge will serve as duty judge on Thursday and Friday.

III. BOTH PARISHES

The Parish Duty Judge for each week will be available until 3:00 P.M. each work day to sign orders. All orders should be left in the Office of the Clerk of Court before 3:00 P.M. for signature by the Duty Judge each regular court day.

VERSUS

CIVIL DOCKET NO.: _____

26TH JUDICIAL DISTRICT COURT

_____ PARISH, LOUISIANA

SCHEDULING ORDER

Pursuant to a scheduling conference with representatives of all counsel of record conducted on the ____ day of _____, 20__:

IT IS HEREBY ORDERED that the Clerk of Court set the above referenced matter for **JURY** trial on the _____ day of _____, 20__, at **9:30 a.m.**

DISCOVERY REQUESTS must be made NO later than 120 days before trial.

DISCOVERY will be complete NO later than 90 days before trial, unless extended by the Court **for good cause shown**.

EXPERT REPORTS are due to all counsel of record NO later than 120 days prior to trial.

MAY CALL WITNESS AND EXHIBIT LISTS are due in writing to all counsel of record NO later than 160 days before trial. **FINAL WITNESS AND EXHIBIT LISTS** are due in writing to all counsel of record NO later than 60 days before trial.

Any **MOTION IN LIMINE** must be filed 45 days before trial with a copy of the motion delivered to the assigned judge.

MOTIONS FOR SUMMARY JUDGMENT shall be filed NO later than 65 days before trial, provided said motion may be heard no later than 30 days prior to the trial date in accordance with La C.C.P. art. 966. Said motion must be brought to the court's attention by the moving party immediately upon filing.

ALL OTHER EXCEPTIONS OR RULES shall be filed NO later than 45 days prior to trial, provided said motion may be heard no later than ten days prior to the trial date. Said exception or rule must be brought to the court's attention by the moving party immediately upon filing.

The parties shall file **JOINT PROPOSED SPECIAL JURY CHARGES AND VERDICT FORMS** 7 days prior to trial.

The **JURY BOND** must be posted NO later than 60 days prior to trial. A **surety or cash bond** in the amount of **\$15,000.00** is required.

All parties are advised that, for any designated civil jury term, any case remaining on the jury trial docket thirty (30) days prior to trial will be responsible for paying its pro rata portion of the costs of the jury. However, any case that is actually tried on that specific jury term will be assigned all costs of such jury.

Because of the Louisiana Mediation Act, La R.S. 9:4101, *et seq.*, encourages and supports the use of mediation to promote settlement of legal disputes, it is requested that all counsel discuss with their clients mediation of this case and schedule a mediation to resolve this matter. Counsel should provide a statement in the Pre-Trial Order of the extent to which there has been compliance with this request.

You will be receiving a letter regarding status conferences to be conducted approximately one month before trial and pretrial conferences to be conducted approximately one week before trial.

The Clerk of Court is directed to file and provide all counsel of record and/or unrepresented parties with a copy of this Order.

THUS DONE AND SIGNED this ____ day of _____, 20__, in _____,
_____ Parish, Louisiana.

HON. _____
DISTRICT COURT JUDGE

Please Serve:

Pre- Trial Conference Checklist Civil Jury Trials

1. Settlement?
2. Issue joined? – Answers or Defaults
3. Has the pre-trial order been **signed by all parties**, filed and complied with? This is a must.
4. Has all discovery been completed? Disclosure of rebuttal witnesses?
5. Are there any pending motions or exceptions? Motions in limine?
6. Has a \$15,000 jury bond been posted?
7. Insurance coverage – policy in evidence or stipulation?
8. Deadline for attorneys to submit proposed:
 - a. Voir dire questions
 - b. Jury charges (Ask the attorney to email in Word format to law clerk)
 - c. Jury verdicts and interrogatories
9. Deadline for objections to opponents submissions
10. Would you like to set any time limitations for the following?
 - a. Opening Statements –
 - b. Closing Arguments –
11. Jury:
 - a. Jury venire list for each attorney
 - b. Number of jurors: 12 or 6
 - c. Peremptory challenges:
 - i. If there us a 12 person jury, 6 are allowed for each side. The judge may allow up to 4 additional challenges for each side.
 - ii. If there is a 6 person jury, 3 are allowed for each side. The judge may allow up to 2 additional challenges for each side.
 - iii. Procedure for exercising peremptory challenges. (CCP Art. 1766)
 - iv. Alternate jurors (CCP Art.1769)
 - v. Role of judge in voir dire examination
12. List of witnesses
 - A. Live or deposition or video deposition?
 - b. Who will read the deposition?
 - c. Video equipment or scheduling?
 - d. Deposition objections?
 - e. Scheduling witnesses- doctors and other experts

13. Exhibits – mark and exchange – If using technology in courtroom must make appointment with Brian to test.
- a. Medicals
 - b. Maps, diagrams, etc.
 - c. Trial books – adequate copies
 - d. Procedure for jury to review lengthy documents

14. Any Stipulations?

15. Length of trial?

16. Proration of court costs

17. Are there any questions you have for the Judge/General Comments?

VERSUS

CIVIL DOCKET NO.: _____
26TH JUDICIAL DISTRICT COURT
BOSSIER PARISH, LOUISIANA

SCHEDULING CONFERENCE ORDER

Considering the foregoing request for a scheduling conference via letter dated _____, 2016 by _____, counsel for _____:

IT IS HEREBY ORDERED that all counsel in the above numbered and entitled proceeding, or their representative, participate in a telephone scheduling conference on the ____ day of _____, 202_, at _____, in order to set the above matter for trial.

IT IS FURTHER ORDERED that said conference be initiated by _____, counsel for _____, and conducted by my secretary, _____, direct dial (318) 965-_____ in Benton, Louisiana.

IT IS FURTHER ORDERED that the Clerk of Court provide all counsel of record and/or unrepresented parties with a copy of this Order.

THUS DONE AND SIGNED in Benton, Bossier Parish, Louisiana this _____ day of _____, 202_

HON. _____
DISTRICT COURT JUDGE

Please Serve:

Plaintiff's attorney,
Address

Defendant's attorney,
Address

VERSUS

CIVIL DOCKET NO.:

26TH JUDICIAL DISTRICT COURT

_____ PARISH, LOUISIANA

SCHEDULING ORDER

Pursuant to a scheduling conference with representatives of all counsel of record conducted on the ____ day of _____, 20__:

IT IS HEREBY ORDERED that the Clerk of Court set the above referenced case for **NONJURY** trial on the ____ day of _____, 20__, at 9:30 a.m.

DISCOVERY will be complete NO later than 45 days before trial, unless extended by the Court for good cause shown.

WITNESS AND EXHIBIT LISTS are due in writing to all counsel of record NO later than 30 days before trial.

MOTIONS FOR SUMMARY JUDGMENT shall be filed NO later than 65 days prior to trial pursuant to La C.C.P. 966.

ALL OTHER EXCEPTIONS OR RULES shall be filed NO later than 30 days before trial.

Counsel for each party shall file a Pre-Trial Memorandum with the Clerk of Court **and** provide the Judge with a courtesy copy **at least seven (7) days prior to trial.** Additionally, counsel for each party shall provide the Judge with a Bench Book **at least seven (7) days prior to trial.** The original exhibits from the Bench Book will be filed with the Clerk of Court at the time of trial.

The Clerk of Court is directed to file and provide all counsel of record and/or unrepresented parties with a copy of this Order.

THUS DONE AND SIGNED this ____ day of _____, 20__, in Benton, Bossier Parish, Louisiana.

**HON.
DISTRICT COURT JUDGE**

PLEASE SERVE:

STATUS CONFERENCE CHECKLIST

JUDGE: _____

CIVIL JURY TERM: _____

DATE CONFERENCE HELD: _____

DOCKET NO.: _____

CAPTION: _____

PLAINTIFF COUNSEL: _____

DEFENSE COUNSEL: _____

(1) Summary of the Case:

(2) Has issue been joined as to all parties: _____

(3) Are there any pending motions or exception? Do any of the attorneys expect to file any motions in limine? If so, make sure you give them the judge's available hearing dates so it can be heard prior to the trial date if possible.

(4) Has discovery been completed?

(5) Has the jury bond been filed? Unless the attorneys have previously requested a cash bond, a surety bond must be posted in the amount of \$15,000 no later than 60 days prior to trial. Note: PCF does not have to post bond.

(6) Estimated time to try the case (including voir dire):

(7) Will all testimony be live? (i.e. do we need to have anyone available to read depositions, or will they present any video depositions, etc.)

(8) Is the case ready for trial?

(9) Miscellaneous:
