

### **RULE 212.3. PRE-TRIAL CONFERENCES IN JURY TRIAL CASES**

- (1) (a) For each term of court, a pre-trial conference for all cases on the civil jury trial list shall be held on a date specially fixed by the Court and published in the court calendar. Assignments designating the judge and the time of the conference shall be noted on the final trial list. Copies of the trial list will be available at the Court Administrator's Office and the Prothonotary's Office.
- (b) Each party shall be represented at the conference by counsel who will try the case or an authorized representative.
- (2) Counsel attending the pre-trial conference must have complete authority to stipulate on items of evidence and admissions as well as authority to settle. Counsel shall have the client available for consultation regarding settlement.
- (3) At the pre-trial conference, efforts shall be made to narrow legal issues, to reach stipulations as to facts not in controversy, to shorten the time and expense of trial, and to discuss the prospects of settlement. The Court, at its option, may enter a pre-trial order to become part of the record of the case, embracing all stipulations, admissions and other matters which have come before it.
- (4) If counsel fails to appear, the Court may impose appropriate sanctions.