

HELPFUL HINTS FOR PRACTICING BEFORE THE HONORABLE JUDGE GEORGE C. SMITH

CRIMINAL CASES

- **DO NOT** wait until the last minute to file documents for a criminal proceeding (e.g.: a 5K motion or sentencing memorandum).
- Submit courtesy copies of all motions, memorandums, responses and replies to chambers within a reasonable time after the filing of such documents. Be sure to include all exhibits relied upon in the briefs.
- Please be on time for all scheduled criminal matters.
- **DO NOT** wait until the last minute to seek an extension of time for filing documents or to seek continuances of trial dates.
- Please stipulate to all undisputed matters.
- When appearing in our Court for all criminal matters, all counsel and the respective Defendants shall stand immediately in front of the Judge's bench.

*** Please note that this is a non-exhaustive list . These hints should be regarded as advisory. Practitioners are reminded to follow the Local Civil and Criminal Rules of the United States District Court for the Southern District of Ohio, which can be obtained at <http://www.ohsd.uscourts.gov/locrules.htm>.