Tabzoola

Trial Binder Checklist

What goes in the trial notebook, in the order you reach for it in the courtroom.

Case / client: _____ Date: _____

- [ ] Case summary, parties and key dates on one page
- [ ] Witness list with contact details and order of call
- [ ] Pleadings: complaint, answer and any counterclaims
- [ ] Pretrial order and the judge's standing orders
- [ ] Motions in limine and the rulings on them
- [ ] Jury selection notes and voir dire questions
- [ ] Opening statement outline
- [ ] Direct examination outline for each of your witnesses
- [ ] Cross-examination outline for each opposing witness
- [ ] Deposition excerpts to read in or impeach with
- [ ] Exhibit list with marked, offered and admitted columns
- [ ] Exhibits, tabbed to match the exhibit list numbers
- [ ] Proposed jury instructions and verdict form
- [ ] Closing argument outline
- [ ] Legal research: key cases and statutes, highlighted

TAB IT: Tabzoola's 10-tab set for this binder

Case Summary · Witnesses · Pleadings · Motions · Jury Selection · Opening · Direct Exam · Cross Exam · Exhibits · Closing

Printed on the tabs, collated and 3-hole punched with clear Mylar on every tab: 25 sets are $247.88 ($9.92 a set), every section renamed to yours at no extra cost, with a free PDF proof before anything prints.

tabzoola.com/trial-binder-builder · (847) 397-1200 · made in Schaumburg, Illinois since 1993

An organizing aid, not legal or financial advice. Follow your court's rules and your firm's procedures.