

# COURTROOM PROTOCOL

G. Murray Snow  
United States District Judge



**STAND AT PODIUM** when addressing Court, jury or witnesses

Everyone has a **TITLE**: Mr., Ms., etc. **NO first names.**

**STAND** when making objections

**ASK** Court for permission to approach the witness

**ASK** that the Clerk be permitted to **HAND** an exhibit to a witness

**ADDRESS** all remarks to Court, not opposing counsel

**TURN OFF** beepers, cell phones, Blackberries, etc.

**SEEK PERMISSION** (and help if needed) to use courtroom audio visual equipment

**NO** food of any kind, gum chewing, or liquids (other than water from cups, not bottles).

(Ensure that your staff, clients and witnesses abide by these requirements)