

Superior Court of Washington, County of Snohomish

<p>_____, Petitioner/Plaintiff,</p> <p>_____, Respondent/Defendant.</p>	<p>No. _____</p> <p>PRE-TRIAL CONFERENCE SUMMARY for REMOTE PROCEEDING</p> <p>(PRTAF)</p>
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A. PROPOSED LEGAL ISSUES

State your issues separately and as clearly as possible. Number them separately and in sequence.

1. _____
2. _____
3. _____
4. _____

B. WITNESSES AND PARTY CONTACT INFORMATION

List the names, phone numbers and email addresses of all parties and the people who have personal knowledge of the facts related to your case and whom you plan to have testify on your behalf.

5. Petitioner/Plaintiff's phone number and email: _____
6. Respondent/Defendant's phone number and email: _____
7. Witness's phone number and email: _____

8. Witness's phone number and email: _____
9. Witness's phone number and email: _____
10. Witness's phone number and email: _____
11. Witness's phone number and email: _____
12. Witness's phone number and email: _____

C. PROPOSED EXHIBITS

List the exhibits that you plan to submit in support of your case at your hearing. Exhibits may include documents (such as letters, receipts, etc.) or other physical evidence (such as photographs, drawings, etc.). You do not need to send the exhibits at this time, just list them.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

D. OTHER

If you have other issues, questions OR motions you would like to discuss at the pre-trial conference, please list them here or on a separate page:

I declare under penalty of perjury under the laws of the state of Washington that the facts I have provided on this form are true.

Signed at (*city and state*): _____ Date: _____

Signature

Print name

NOTICE: This form must be completed in preparation for the pre-hearing conference in your case. You will need to file the original with the COURT, and serve a copy of it on the other party, by the deadline outlined in the COURT PROTOCOL.