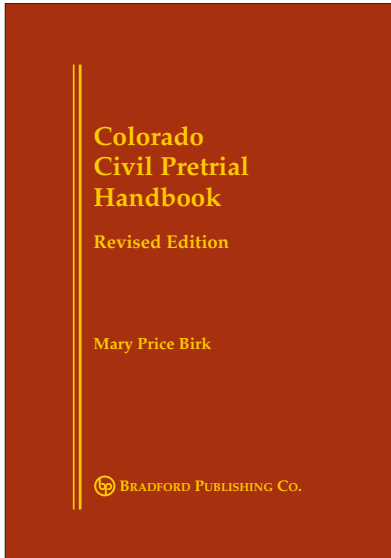




COLORADO CIVIL PRETRIAL HANDBOOK

Revised Edition

The Revised Edition includes updated statutory and case law, updated forms, and new discussions of the following topics:



- Ⓢ Performing a conflict of interest check
- Ⓢ Ex parte communications with current or former employees of a company
- Ⓢ When fees and costs can be awarded upon dismissal of a case
- Ⓢ Attorney liability for referrals to other attorneys
- Ⓢ Claim preclusion and issue preclusion
- Ⓢ Exhaustion of administrative remedies
- Ⓢ Offers of settlement
- Ⓢ Defending against a default judgment
- Ⓢ The pretrial timeline for cases proceeding under Rule 16
- Ⓢ Protecting draft reports of expert witnesses
- Ⓢ Handling inadvertent disclosure of privileged or work product protected documents
- Ⓢ **NEW FORMS:** *Plaintiff's Offer of Settlement* and *Defendant's Offer of Settlement*

Colorado Civil Pretrial Handbook is a practitioner's guide to navigating the entire civil pretrial process, from initial client contact through trial. Following the chronology of the litigation process, the author carefully analyzes the requirements of the Colorado Rules of Civil Procedure, along with other relevant legal authorities, and provides helpful tips on practice and strategy that she developed in her own practice. In addition to explaining the basics, she points out discrepancies and possible traps for the practitioner to avoid.

Designed to take the lawyer through the pretrial litigation process step-by-step, this essential book will answer all your questions about initiating a case, serving process, preparing and filing pleadings, conducting written discovery and taking depositions, and preparing for trial. It includes ample citations to Colorado rules, cases, and statutes—and *over 100 forms!*

This book is a valuable tool for all civil practitioners—everyone from young lawyers just starting out to the seasoned practitioner looking for a thorough reference for the entire pretrial process.

Summary of Contents

Chapter 1: Bringing Suit—Pre-Filing Considerations, Requirements, and Strategy

Chapter 2: Service of Process—Summons and Complaint

Chapter 3: Pre-Answer Motions and Strategy

Chapter 4: Pleadings, Motions, and Other Filed Papers

Chapter 5: Default—Pleadings and Strategy

Chapter 6: Injunctions

Chapter 7: Case Management Orders, Plans, and Procedures

Chapter 8: Disclosures and Discovery

Chapter 9: Summary Judgments and Declaratory Judgments

Chapter 10: Trial Management Orders, Certificates, and Procedures

Also Includes: Over 100 FORMS!

An indispensable tool to help you navigate the pretrial process!

About the Author

MARY PRICE BIRK is a partner in the Denver law office of Baker & Hostetler LLP, where she practices complex civil and employment law litigation and serves as co-chair of the firm's National Employment Litigation Practice Team. Her practice involves counseling and representing employers in a variety of areas and appearing before multiple administrative agencies and state and federal courts. She has defended hundreds of personal injury and wrongful death cases.

Ms. Birk has been named a Colorado "Super Lawyer" numerous times. She serves on the Board of Directors of the Colorado Judicial Institute and is the former chair of that organization's Family Law Committee. She is a member of the American, Federal, Nevada, Montana, Colorado, Utah, Denver, and Colorado Women's Bar Associations. She is also a member of the Defense Research Institute. She is a former president of the Denver Chapter of the Rhone-Brackett American Inns of Court.

Ms. Birk has devoted many hours of service to several community organizations. In 2006 and 2007, the Rocky Mountain Children's Law Center honored Ms. Birk for her superior volunteer efforts. The Colorado Bar Association named Ms. Birk as a Fellow of the Colorado Bar Foundation, the charitable arm of the CBA.

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