General Policies

Judge Grey expects traditional courtroom civility and full compliance with the Civility Principles adopted by the Court.

Judge Grey accepts no ex parte communications. Counsel may only contact the Case Manager or Career Law Clerk regarding procedural and scheduling matters. Although Chambers staff is happy to answer questions about Chambers procedures, please consult these guidelines, the Electronic Filing Policies and Procedures, the Local Rules, the case docket (if applicable), and the information on this website before contacting Chambers with a question. Contact by counsel or parties with the term law clerks is discouraged.

The Judge prefers that papers submitted electronically to Chambers be in the current version of Word. Local Rules are enforced. Please pay particular attention to Local Rule 7.1, Local Rule 5.3, and Electronic Filing Rules 5 and 10(d). All filings must comply with the current Bluebook rules. All controlling authority must be cited in the body text and not in footnotes.

The Court encourages the use of modern technology to display exhibits and demonstrative aides during trial. However, parties **must make prior arrangements** with Chambers staff at the Final Pretrial Conference or at least 10 days prior to any hearing regarding the use of technology in the courtroom. Requests for interpreters and accommodations for witnesses with disabilities should be made with Chambers at least 10 days before needed.

If a case is settled, the parties must notify Chambers in writing via email by the next business day.

Judge Grey encourages parties to attempt to resolve any disputes that arise through communication before resorting to motion practice, especially discovery disputes before Judge Grey. To facilitate this, parties may request a status conference with Judge Grey at any time. Status conferences may be conducted telephonically or in person.