Hearing Prep Sheet - Blank preview

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Hearing Prep Sheet

Hearing: [purpose] - [date]
Location: [courthouse / department / Zoom]
Prepared: [Date]

This is a private working document - not filed with the court.

My Goals for This Hearing

1. [What is the single most important outcome you want?]
2. [Secondary things you'd like the court to do.]

Key Points I Need to Make

* [Point 1 - keep it short, factual, and tied to what you're asking for.]
* [Point 2]
* [Point 3]

Exhibits to Reference

* Exhibit [#]: [what it shows and the point it supports]
* Exhibit [#]: [what it shows]

Things to Avoid

* [Don't argue or interrupt - respond to the judge, not the other party.]
* [Avoid these topics or reactions that could hurt you.]
* [Stick to facts; leave out anything you can't back up.]