

**ARIZONA SUPREME COURT
APPELLATE ADVOCACY INSTRUCTIONS
FOR ORAL ARGUMENTS**

1. If there is any change in the status of the case, the Court is to be informed immediately.
2. If a lawyer arguing fails to sign in at the Clerk's Office at least thirty minutes (30) prior to the time scheduled for argument, the case may be moved, vacated, or argument commenced without the lawyer being present, whichever the Court deems best under the circumstances.
3. If a lawyer intends to refer to exhibits during argument, he/she must deliver six copies to the Clerk at the time of sign-in, plus deliver one copy to each opponent.
4. If it is necessary to use an easel for exhibits during argument, the Clerk must be notified the day before so that proper arrangements can be made.
5. The attorneys' lounge and conference room are available for use by lawyers arguing before the Court. Please check with the Clerk's Office for directions.
6. A dress code is strictly enforced. Lawyers are required to dress appropriately for court appearances.
7. Lawyers must identify themselves at the time they commence their argument.
8. Speak directly into the microphone. This will enable the court to hear you and the argument to be recorded.
9. The time allotted for each lawyer's argument is kept by the bailiff. Each lawyer must be aware of his/her allotted time. If the lawyer with opening argument wishes to save time for rebuttal, he/she will be responsible to conclude opening argument before his/her allotted time has been used. Please bear in mind that time spent answering questions posed by the Court will be charged against the allotted time for argument.
10. Only attorneys connected with the case are allowed to sit at the counsel table in front of the bar.
11. Questions about procedure or protocol should be addressed with the Clerk before argument commences.
12. Lawyers requiring accommodations, such as Assisted Listening Devices (ALD), must contact the Clerk's Office upon receipt of this notice.