

Hearing Prep Sheet - Blank preview

Blank template preview. Attorney review has not been completed. This is self-help software, not a law firm or a substitute for an attorney. Templates are not official court forms; check your court's requirements before use.

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]

Anticipated Questions & My Answers

- * Q: [A question the judge or the other side might ask.]
A: [Your brief, factual answer.]
- * Q: [Another likely question.]
A: [Answer.]

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.]