[party/firm name]

[address]

[city], [state] [zip]

[telephone]

[fax]

IN THE DISTRICT COURT OF GUAM

TERRITORY OF GUAM

) CIVIL CASE NO. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

)

Plaintiff(s) )

)

vs. ) [SAMPLE EXHIBIT LIST]

)

)

Defendants(s) )

)

Plaintiff's Exhibits

|  |  |  |  |
| --- | --- | --- | --- |
| Exhibit No. | Description | Date Identified | Date Admitted |
| 1 | 1/30/80 letter from Doe to Roe | \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_ |
| 2 | $500 check dated 2/3/82 drawn on Roe payable to Doe | \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_ |
| 3 | Handwritten notes of Doe dated 1/16/80 | \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_ |

Defendant’s Exhibits

|  |  |  |  |
| --- | --- | --- | --- |
| Exhibit No. | Description | Date Identified | Date Admitted |
| A | 4/5/80 letter from Roe to Doe | \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_ |
| B | $3,000 check dated5/4/81 drawn on Doe payable to Roe | \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_ |
| C | Typed notes of Roe dated 1/30/80 | \_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_ |