

Sentencing Procedures

- The sentencing in a routine case will be scheduled for 45 minutes. If counsel feels that extensive evidence will be presented or that additional time is necessary, they should contact the Courtroom Deputy at least 2 weeks before the scheduled sentencing date.
- Sentencing memoranda are not required.
- If submitted, memorandum should be filed at least **seven** calendar days before the sentencing date.
- Letters of support should be submitted to the Presentence Investigator.
- Victims and individuals speaking in support of a defendant will be allowed to address the court without being placed under oath. However, individuals whose statements may bear upon a sentencing guideline issue, must be placed under oath and subject to cross examination.