

CONDUCT AND RESPONSIBILITY OF WITNESS

1. Do not argue with the attorney.
2. Do not argue with the court (Judge).
3. If a question calls for a “yes” or “no” answer, answer it that way. (However, if you believe that a “yes” or “no” answer will mislead the court (Judge) say so and ask the Judge for permission.
4. Do not volunteer information.
5. Be polite and responsive.
6. If you do not know an answer, say so.
7. **Do not** guess at an answer.
8. Do not attempt to determine what you think to counsel is looking for, for an answer, just answer the question asked of you.
9. Be polite and courteous.
10. If you do not understand the question, say so and ask that questions to be repeated or re-worded to make it understandable.
11. Your attire for court should be conservative, neat and clean. NO SHORTS OR SANDALS.
12. You should be well groomed, neat and clean.
13. Do not bear false witness (DO NOT LIE!)
14. If you are upset, ask for recess.
15. If you have evidence that you feel should be presented, advise your attorney before going to court and presenting the evidence r information to the court. Allow your attorney to determine it’s relevancy before presentation.
16. Your responsibility as a witness is to answer honestly and accurately the questions asked of you, if you know the answer.

17. Do not vent anger at opposing party or opposing counsel.
18. Do not use your position as a witness to personally attack the opposing party or their counsel.
19. If you hear an objection from either attorney, stop answering the question until the court has ruled. If at all possible, do not speak over the attorneys or THE JUDGE.