

MOOT COURT HONOR SOCIETY
2004 SPRING QUALIFYING TOURNAMENT:
INSTRUCTIONS AND REQUIREMENTS

Please note that these instructions are designed to accompany the Tournament Problem, which may be accessed via the web address given to each registered participant at the time of their registration.

I. Important Deadlines

Brief Submission.....Thursday, February 19..... 5:00 – 7:00 p.m.
Moot Court Office, Rm 542

Oral Argument.....Saturday, February 28..... 8:00 a.m. Registration

II. Brief Requirements

Please note that if your brief fails to meet the technical requirements described below, the Moot Court Honor Society will not review it and you will be disqualified.

A. Each participant will represent either the Petitioner or Respondent in a model case, and will submit a brief arguing their side of the case.

B. Briefs shall consist of the following sections:

- Question(s) Presented
- Statement of the Case
- Argument
- Conclusion

C. Paper Size: Briefs must be typed on 8½” x 11” (letter size) paper.

D. Length: Briefs shall be a maximum of ten (10) pages. All pages, including the first page, must be numbered.

E. You may not use endnotes or footnotes.

F. Format:

a) Double-space the brief, including any block quotations you may include, but excluding headings within the Argument section. Regardless of your spacing, you may not exceed 27 lines per page.

Note: The instruction regarding double spacing block quotations is an exception to the Bluebook rule concerning treatment of block quotations. (Bluebook Rule 5.1(a)).

b) You must use left margin justification.

c) You must use standard, one-inch margins (sides, top, bottom). Upon submission, the Tournament Committee will measure every brief page-by-page under a one-inch margin template.

Note: Do not worry if the paper is not exactly centered on the page after copying. **Be sure to measure your margins after inserting page numbers.** All letters, hyphens and numbers (not including each page number) must appear within our template. Only the page numbers may appear in the margin.

G. Binding: Your brief must be **stapled** in the upper left-hand corner of the page. No other form of paper binding will be accepted. Do not paperclip, plastic bind, or submit your brief in a folder.

H. Font: The font for the entire brief **MUST BE** 12-point, non-proportional Courier New. 12-point font is ten characters per inch. Please note that these font specifications are designed for laser printers only. To avoid any problems that a dot matrix printer may present, please use laser printers.

Note: If you are using Microsoft Word for Apple Computers, use Courier New 12-point font. If you are using Wordperfect, use Courier 12-point font.

If you are in any way unsure about your font size, take out a ruler and measure it! All papers must have ten characters per inch with one-inch margins.

I. Cover Page with Blind Grading Number: Each participant must submit a cover page with each copy of your brief. The cover page must contain **only** the identification number assigned to you. If your name, or any other identifying information appears anywhere in the brief, your brief will be disqualified from consideration.

Note: The mandatory cover page does not count against your ten-page limitation.

J. Copies: You must submit three (3) copies of your brief at the stated time to the Moot Court Office.

K. BLIND GRADING NUMBER: In addition to the 3 copies of your brief, each participant must submit a sealed envelope with your blind grading number on the front. Inside the envelope, you must have a piece of paper listing your blind grading number, name, e-mail address, home address, phone numbers, and mailbox number.

L. Bluebook Citation: All citations must conform to the Seventeenth Edition of The Bluebook: A Uniform System of Citation.

M. Scoring: The brief constitutes one half of each participants score. Each brief will be scored two times by members of the Moot Court Honor Society Executive Board & Inter-School Team. If there is more than a 10 point difference between the two scores, the brief will be scored by a third judge. Neither briefs nor brief grading forms will be returned to participants.

III. Oral Argument Information

Each participant is required to participate in oral argument before a panel of judges. Judges are free to ask questions, or refrain from doing so, at their will. Each party (Petitioner or Respondent) will have a total of 12 minutes to argue their case. Neither the Petitioner nor the Respondent will be allowed to reserve time for rebuttal. The Petitioner will give a 12-minute argument and then the Respondent will give a 12-minute argument. You will be warned when you have 5 minutes left, 3 minutes left, 1 minute left, and when your time has ended. When the bailiff informs the speaker that his or her time has expired, the speaker must immediately end his or her presentation, or when appropriate, request additional time to briefly conclude.

Note: The judges will not have read your individual brief. Instead, they will ask questions based on a packet of information given to them. Additionally, you will not have the opportunity to read your opponent's brief before arguing. Thus, it is important that you have a complete understanding of the issues presented by the model problem and a full grasp of the law that supports your argument and your opponent's argument.

IV. Tournament Questions

Participants may not discuss any information related to the Tournament or found in the packet amongst each other. Failure to abide by this rule will result in disqualification. In keeping with this policy, neither the Tournament Co-Directors, nor any member of the Moot Court Honor Society, are authorized to answer any question related to information contained in the packet or the problem. Procedural questions may

be directed to the Tournament Co-Directors by e-mail at SpringTournament@hotmail.com. All questions must be submitted to this email address by February 9, 5pm. After February 9, 5pm, **no member** of the Moot Court Honor Society will answers questions regarding the problem.

Any complaint that arises during the course of this Tournament regarding any aspect of the Tournament, the general instructions, or any other material, or the actions of any participant in connection with this Tournament **must be filed with the Tournament Co-Directors within 24 hours** of the action that gives rise to the complaint, or first knowledge of the action. The complaint will then be referred to the Moot Court Honor Society for a decision on how to proceed.

IV. Contact Information

You may contact the entire Tournament committee at SpringTournament@hotmail.com. If you need the assistance of an individual committee member, you may contact them at the following email addresses:

Co-Directors:	Michelle Rogers	RogersMLH@msn.com
	Jesse Campbell	JESSEC880@aol.com
Assistant Director:	Erin Ellis	Erindanica@hotmail.com

GOOD LUCK!