

From: William T. Tanner  
To: Paralegal  
  
Re: Prepare Motion to Compel  
  
Date:  
Due Date: February 25, 2013

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Please prepare a motion to compel answers to interrogatories. We served interrogatories more than 30 days ago and opposing counsel has not responded.

The declaration in this case will be signed by you stating that you served the interrogatories more than 30 days ago. You have not received any response. You have called and left messages and sent a letter. Since we have not discussed attorney's fees you do not need to put a request in for fees, unless you would like. You are free and must create facts that are necessary to complete this assignment.

For this assignment you will need to prepare:

Notice of Motion, Motion, Points and Authorities, and a Declaration.

**Grading Criteria:**

General

- q Footers
- q Page numbers (consecutive for each separate pleading)

Notice

- q Identify moving party
- q Date and time
- q Location of court
- q Nature of order specified
- q Grounds

Motion

- q There a motion

Points and Authorities

- q Arguments make sense

Declaration

- q Date and place of execution (unless under the laws of the State of California)
- q Demonstrates personal knowledge