

## **Rule 210 - Form and Content of Briefs and Argument Procedures**

1. History of the Case. A brief, informal statement of the facts material to the matter under consideration, by the party having the burden of the issue. The opposing side may also include a history of the case in its brief.
  - a. How the Question is Raised. Refer to such pleadings, motions, etc., as will show how the matter comes before the Court for decision.
  - b. Questions Involved. A succinct statement in separate, numbered paragraphs of the legal questions to be decided by the Court.
  - c. Argument. This may contain the parties' argument of the law and testimony involved and citations of material decisions. Every verbatim quotation from a decision shall be immediately followed by the citation giving both the page of the decision and the page of the quotation.
  - d. Conclusion. The form of order of the court that the respective parties contend should be made.
2. A party other than the moving party may order a matter on the argument list after having given the moving party and all other parties two weeks' written notice of his intention to do so. The moving party shall file his briefs with the clerk of the appropriate division of the court and serve copies thereof on all opposing counsel and any unrepresented parties within one week after the filing of the praecipe placing the case on the argument list. The failure of the moving party to so file his briefs may render him liable to have the application for relief denied by the Court at the opening of the next argument session immediately following the placing of the case on the argument list and on the motion of the party ordering the case on the argument list. After receiving notice of intention to order the case on the argument list, the moving party may apply to the judge to whom the case has been assigned for additional time within which to file his brief.
3. Reply briefs shall be filed with the Prothonotary and counsel for all other parties no later than one week prior to the date fixed for argument and shall be the same in number as the moving party's brief.
4. The Prothonotary shall, upon receipt of all briefs, cause the same to be delivered to the court, but shall not docket them.