

JUDGE JOSE E. MARTINEZ'S SENTENCING PROCEDURES

1. The Court sets aside **30 minutes** for sentencing hearings. If any party requires more than 30 minutes, counsel for that party shall file, no later than **14 days** prior to the hearing, a motion in which the moving party specifies how much time will be needed and why more time is necessary.
2. Individuals who wish to speak on Defendant's behalf may do so either by submitting a letter to the Court **or** speaking at the sentencing hearing, but not both. Any letters or exhibits to be presented at sentencing shall be submitted no later than 7 days prior to the sentencing hearing.
3. The following deadlines apply with respect to the preparation of and objections to the Presentence Investigation Report ("PSR"). The failure to comply with these deadlines may lead to the objection or argument being stricken or otherwise disregarded by the Court.

Disclosure of Draft PSR: The Probation Office shall disclose the Draft PSR no later than **35 days** prior to the sentencing hearing.

Objections to Draft PSR and/or Sentencing Memoranda: Counsel shall file their Objections, and Motions for Departure and/or Variance from the guidelines, if any, to the Draft PSR within **14 days** after disclosure of the Draft PSR. Responses to the Objections and any Motions for Departure and/or Variance from the guidelines shall be filed **7 days** thereafter.

Final PSR: The Probation Office shall disclose the Final PSR and Addendum no later than **7 days** before the sentencing hearing.

Objections to Final PSR: After the Final PSR has been disclosed to the parties, or if the PSR is subsequently revised, or supplemented, counsel shall file a Notice stating which of the previously filed Objections, if any, have been resolved and which Objections, if any, remain to be resolved by the Court at the sentencing hearing. This Notice shall be filed no later than **3 days** before the sentencing hearing.