

# Eighth Judicial District Court Civil Practice "Cheat Sheet"

By Craig D. Friedel, Esq.

Disclaimer: The use of this rule summary is not intended to supersede your independent judgment and review of applicable Nevada law and presumes the absence of any binding party stipulations or court orders providing otherwise.

Action	Time Limit	Statute/Rule
<b>Lawsuit Initiation</b>		
Serve Defendant with Summons and Complaint after filing Complaint	Within 120 days	NRCP 4(i)
Serve Answer to Complaint	20 days after being served the Summons and Complaint unless a Rule 12 motion is served, then see NRCP 12(a)(4)	NRCP 12(a)(1)
File Proof of Service of Summons and Complaint	"Promptly," at least within time in which person served has time to respond to process	NRCP 4(g)
Serve Reply to Counterclaims	20 days after being served an Answer with Counterclaims unless a Rule 12 motion is served, then see NRCP 12(a)(4)	NRCP 12(a)(2)
Serve Answer to Cross-claims	20 days after being served an Answer with Cross-claims unless a Rule 12 motion is served, then see NRCP 12(a)(4)	NRCP 12(a)(2)
Bring in Third Party Defendant or Counter-Defendant	No later than 10 days after serving original answer without leave of court; at any time after commencement of the action with leave of court	NRCP 14(a-b)
Put on Dismissal Calendar	If Complaint not served or answered within 180 or no action for 6 months in proceeding open for 1 year	EDCR 1.90(b)(2)
<b>Amend/Supplement/Substitute Pleadings or Party</b>		
Amend pleading as matter of course	At any time before a responsive pleading, or, if no responsive pleading is permitted, within 20 days after it was served	NRCP 15(a)
Amend Pleading with leave of court or written consent of parties	Not later than 90 days before discovery cut-off date; granted if "justice so requires"	NRCP 15(a); NRCP 16.1(c)(6)
Respond to Amended Pleading	Within the time remaining for response to the original pleading or within 10 days after service of the amended pleading, whichever period may be the longer	NRCP 15(a)
Amend to Conform to Evidence	At any time, even after judgment, under certain circumstances	NRCP 15(b)
Supplement Pleading	Upon motion and reasonable notice upon such terms as are just for the purpose of setting forth additional facts that occurred after the date of original pleading	NRCP 15(d)
Substitute Party due to death, incompetency, or transfer of interest	Not later than 90 days after the event	NRCP 25(a-c)
Substitute DOE/ROE defendants	When true name is discovered	NRCP 10(a)
<b>Discovery</b>		
Attend Early Case Conference	Within 30 days after filing of an answer by the first answering defendant; additional period of not more than 90 days by SAO of all parties; must occur within 180 days absent compelling and extraordinary circumstances.	NRCP 16.1(b)(1)
Serve NRCP 16.1 Initial Disclosures	At or within 14 days after the Rule 16.1(b) early case conference unless set by stipulation or court order; if joined after NRCP 16.1(b) conference held, then 30 days after being served or joined unless set by stipulation or court order	NRCP 16.1(a)(1)
File Joint Case Conference Report	Within 30 days after the Rule 16.1(b) early case conference	NRCP 16.1(c)
May Serve Written Discovery (depositions, ROGs, RFPs, RFAs, permission to enter land, etc.)	At any time after (1) the filing of a joint case conference report, or not sooner than 10 days after a party has filed a separate case conference report, and (2) making NRCP 16.1(a)(1) initial disclosures	NRCP 26(a)
Depositions-oral examination	15 days' notice in writing before time set for deposition; 5 days' notice to designate another method to record the deponent's testimony; 30 days for deponent to review transcript once noticed it is available if requested review at deposition	NRCP 30(b)(1&3) &(e)
ROGs/RFPs/RFAs	Respond within 30 days after service of ROGs/RFPs/RFAs	NRCP 33(b)(3)/ NRCP 34(b)(2)(A)/ NRCP 36(a)

■ = Compulsory in every case. \* Updated 3/21/17

Court Enters Scheduling Order	No later than 30 days from the filing of the NRCP 16.1 joint case conference report	EDCR 1.90(b)(3)
Court Enters Order Setting Trial Date	Within 60 days upon receipt of a scheduling order from the discovery commissioner, the trial judge shall issue an order setting trial for no later than 12 months after discovery cut off	EDCR 1.90(b)(4)
File motions to amend pleadings or add parties	Not later than 90 days before the close of discovery unless by court order	NRCP 16.1(c)(6)
Initial Expert Disclosures	No later than 90 days before discovery cut-off date in the absence of extraordinary circumstances	NRCP 16.1(a)(2)(C)(i); NRCP 16.1(c)(7)
Rebuttal Expert Disclosures	No later than 30 days after opposing party's expert disclosure	NRCP 16.1(a)(2)(C)(ii); NRCP 16.1(c)(7)
Close of Discovery	As set in scheduling Order	EDCR 1.90(b)
File dispositive Motions	No later than 30 days after discovery cut-off date	NRCP 16.1(c)(8)
File Motions In Limine	45 days prior to the date set for trial and must be heard not less than 14 days prior to trial	EDCR 2.47
Serve Pre-Trial Disclosures	At least 30 days before trial	NRCP 16.1(a)(3)
Object to Evidence in Pre-Trial Disclosure	Within 14 days after pre-trial disclosures made	NRCP 16.1(a)(3)
File Motion/SAO to Extend Discovery Deadline set forth in discovery order	Within 20 days before the discovery deadline	EDCR 2.35
<b>Pre-Trial</b>		
Request Jury Trial	Any time after the commencement of the action and not later than the time of the entry of the order first setting the case for trial	NRCP 38(b)
File Motion for Summary Judgment	Anytime after the expiration of 20 days from the commencement of the action; shall be served at least 10 days before the time fixed for the hearing	NRCP 56(a&c)
Pretrial Motions	Should be heard and decided no later than 15 days before the date scheduled for trial	EDCR 1.90(a)(3)
Conduct Meeting of Counsel to exchange exhibits/witness list	Prior to any calendar call or final pretrial conference	EDCR 2.67(a)
File Joint Pre-Trial Memorandum	Not less than 15 days before the trial date	EDCR 2.67(a-b)
Make/Accept Offer of Judgment	Any time more than 10 days before trial; acceptance of an offer of must be made within 10 days after service or the offer shall be deemed rejected	NRCP 68(a)
<b>Post-Trial</b>		
File Notice of Entry Of Judgment	Within 10 days after entry of a judgment or an order	NRCP 58(e)
File Renewed Motion for Judgements as Matter of Law/ Motion for New Trial / Motion to Amend Findings and Judgment Accordingly / Motion to Alter or Amend Judgment	No later than 10 days after service of written notice of entry of judgment	NRCP 50(b)/ NRCP 59(b)/ NRCP 52(b)/ NRCP 59(e)
File Motion for Attorney's Fees	No later than 20 days after notice of entry of judgment is served	NRCP 54(d)(2)(B)
File Notice of Appeal	No later than 30 days after service of written notice of the order/judgment	NRAP 4
Relief from Judgment (Mistake, Inadvertence, Excusable Neglect, Newly discovery Evidence, Fraud, etc.)	Within a reasonable time, and for reasons (1), (2), and (3) not more than 6 months after the proceeding was taken or the date that written notice of entry of the judgment or order was served	NRCP 60(b)
<b>Motions</b>		
File Joinder to Motion	Within 5 days after service of motion	EDCR 2.20(d)
File Opposition or Notice of Non-Opposition	Within 10 days after service of motion	EDCR 2.20(e)
File Reply to Opposition	No later than 5 days before hearing on Motion unless court approval first obtained	EDCR 2.20(h)
File Motion for Reconsideration	Within 10 days after service of written notice of the order/judgment	EDCR 2.24(b)
Preparation of Order	Within 10 days after counsel is notified of the ruling, unless additional time is allowed by the court.	EDCR 7.21

\*Please consult NRCP 6 and EDCR 1.14 & 8.06 for the correct computation of the above time limits.

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