

Checklist: Summing up

You can print this checklist and take it to the hearing with you so you can make notes while the witnesses are giving evidence. When you are summing up your case at the end of the hearing, you can use this checklist to help you prepare.

Your defence	
<input type="checkbox"/>	What is your defence? (for example, you didn't do it, accident, self-defence, you have an alibi, you had a legal right)
<input type="checkbox"/>	Why your evidence and your witness's evidence should be believed
Prosecution's witnesses (do this for each witness)	
<input type="checkbox"/>	Witness name
<input type="checkbox"/>	What did they say they saw or heard?
<input type="checkbox"/>	Were there any gaps or inconsistencies or did they contradict themselves?
<input type="checkbox"/>	Did they say something different in the witness box to what was in their statement?
<input type="checkbox"/>	Was there anything they weren't sure about?
Your witnesses (do this for each witness including you)	
<input type="checkbox"/>	Witness name
<input type="checkbox"/>	What did they say they saw or heard?
<input type="checkbox"/>	Why should the magistrate believe their version of events? (for example, they were an eye witness)
<input type="checkbox"/>	Which part of their evidence was most convincing? (for example, they stuck to their story under cross-examination or the evidence they gave to the police was the same as what they gave in the witness box)
<input type="checkbox"/>	Did you or any of your witness's evidence contradict the evidence of the prosecution's witnesses?
Final remarks	

<input type="checkbox"/>	The prosecution has not proved beyond reasonable doubt that you committed the offence
<input type="checkbox"/>	The magistrate should find you not guilty