Bench Memo Writing

The most important function of a law clerk, when writing a bench memo, is to provide a judge or panel of judges with an accurate summary of the facts, issues, and arguments in a court case. Judges rely on bench memos when preparing for trials, listening to arguments by each side in a case, or when writing an opinion. The bench memo, therefore, must be accurate, short, and neutral. This presentation focuses on the art of writing an effective bench memo for Moot Court panel of judges. Moot Court coaches will benefit greatly from participating in this workshop.