

**UNITED STATES DISTRICT COURT
FOR THE NORTHERN DISTRICT OF ILLINOIS
WESTERN DIVISION**

Plaintiff(s),)
)
)
v.) No. _____
)
)
Defendant(s).)

FINAL PRETRIAL ORDER

This matter having come before the Court at a pretrial conference held pursuant to Fed.R.Civ.P. (“Rule”) 16, and [insert name, address and telephone number] having appeared as counsel for plaintiff(s) and [insert name, address and telephone number] having appeared as counsel for defendant(s), the following action was taken:

This is an action for [insert nature of action, e.g., breach of contract, personal injury] and the jurisdiction of the court is invoked under U.S.C. § _____. Jurisdiction is [not] disputed.

All the following stipulations and statements were submitted and are attached to and made a part of this Order:

- (a) a comprehensive stipulation or statement of all uncontested facts, which will become a part of the evidentiary record in the case (and which, in jury trials, may be read to the jury by the court or any party);
- (b) for jury trials a short agreed description of the case to be read to prospective jurors.
- (c) schedules of (1) all exhibits (all exhibits shall be marked for identification before trial), including documents, summaries, charts and other items expected to be offered in evidence and, (2) any demonstrative evidence and experiments to be offered during trial and (3) all objections to exhibits shall be listed. In addition, 14 days prior to trial the parties are each to submit a trial exhibit list (see sample form in District Clerk’s Office);
- (d) a list or lists of names and addresses of the potential witnesses to be called by each party, with a statement of any objections to calling, or to the qualifications of, any witness to be noted on the list;
- (e) stipulations or statements setting forth the qualifications of each expert witness in such form that the statement can be read to the jury at the time the expert witness takes the stand;
- (f) a list of all depositions, and designated page and line numbers, to be read into evidence and statements of any objections thereto;
- (g) an itemized statement of damages;

(h) a concise statement of each claim against each party and any affirmative defense and waivers of any claims or defenses that have been abandoned by any party;

(i) for a jury trial, each party shall provide the following:

(1) trial briefs except as otherwise ordered by the court;

(2) one set of marked proposed jury instructions, verdict forms and special interrogatories, if any and

(3) a list of the questions the party requests the court to ask prospective jurors in accordance with Fed.R.Civ.P. 47(a);

(j) for a non-jury trial, the court will establish a time frame for the parties to file findings of fact and conclusions of law;

(k) motions in limine; each side shall be limited to five motions in limine unless otherwise authorized by the Court. Motions in limine shall be included in the pretrial order and not filed as separate motions. Responses shall be filed within the time specified by the Court; and

(l) a listing of any special equipment to be used at trial.

Each party has completed discovery, including the depositions of expert witnesses (unless the Court has previously ordered otherwise). Except for good cause shown, no further discovery shall be permitted.

Trial of this case is expected to take _____ days.

Mark Appropriate Line:

Number of Jurors _____ Non-jury _____

(No Less Than 6)

It is the parties' preference that the issues of liability and damages should _____ should not _____ be bifurcated for trial. On motion of any party or on motion of the Court, bifurcation may be ordered in either a jury or non-jury trial.

The parties do not object to this case being tried by a Magistrate if need be. _____

The parties are not in agreement that this case may be tried by a Magistrate. _____

THIS ORDER WILL CONTROL THE COURSE OF THE TRIAL AND MAY NOT BE AMENDED EXCEPT BY CONSENT OF THE PARTIES AND THE COURT, OR BY ORDER OF THE COURT TO PREVENT MANIFEST INJUSTICE.

Possibility of settlement of this case was considered by the parties.

UNITED STATES DISTRICT JUDGE/MAGISTRATE JUDGE

DATED: _____

APPROVED AS TO FORM AND SUBSTANCE:

Attorney for Plaintiff(s)

Attorney for Defendant(s)