



**IN THE UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF ILLINOIS  
EASTERN DIVISION**

	)	
	)	
<b>Plaintiff(s),</b>	)	
	)	<b>Case No.</b>
<b>v.</b>	)	
	)	<b>Magistrate Judge Morton Denlow</b>
	)	
<b>Defendant(s).</b>	)	

**FINAL PRETRIAL ORDER  
FOR CONSENT CASES BEFORE MAGISTRATE JUDGE DENLOW**

The parties shall jointly prepare and submit the following to Judge Denlow's courtroom deputy or to chambers no later than fourteen (14) days prior to the trial date:

1. Statement of jurisdiction.
2. Concise statement of the claim(s) of plaintiff(s), defense(s) of defendant(s), and all counterclaims and cross claims. In a jury case, this statement will be read to the jury during voir dire.
3. Itemization of damages and other relief sought.
4. A list of names and addresses of all witnesses: a) who will be called; b) who may be called; and c) whose deposition will be used. In a jury case, this list will be read to the jury during voir dire.
5. A list of names and addresses of all expert witnesses who will be called.

6. A schedule of all exhibits a party may introduce at trial, identified by trial exhibit number. The opposing party shall state which of the exhibits are objected to and the basis for the objection. (A suggested form for listing exhibits is attached).

7. Expected length of trial.

8. Indicate whether jury or bench trial.

9. A statement summarizing the current status of settlement negotiations.

10. In a bench trial, proposed findings of fact and conclusions of law are to be submitted to chambers three (3) business days before the trial date, along with courtesy copies of all cited cases. Trial briefs are not necessary.

11. In a jury trial, the parties are instructed to meet and agree on jury instructions and to file proposed instructions with the final pretrial order. Judge Denlow has his own preliminary and general jury instructions, which can be obtained from chambers or the Court's homepage on the internet. Therefore, the parties should concentrate their efforts on the substantive jury instructions related to the merits. Judge Denlow has his own set of general voir dire questions which can be obtained from chambers or the Court's homepage. Any proposed voir dire special to the case should be included in the final pretrial order. Trial briefs are not necessary.

12. Motions in limine shall be filed no later than twenty-one (21) days before trial and responses no later than fourteen (14) days before trial. Motions in limine are not favored and should be used sparingly.

13. A final pretrial conference will be held approximately one week prior to trial. The purpose of this conference shall be to avoid surprises and to simplify the trial.

14. For additional information, visit the Court's homepage on the internet at: <http://www.ilnd.uscourts.gov>. There you will find sample jury instructions, general voir dire questions, standing orders and other information to help you understand Judge Denlow's practices and procedures.

**ENTER:**

**Dated: April 17, 2000**

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**MORTON DENLOW**  
**United States Magistrate Judge**

