



**MAGISTRATE JUDGE MICHAEL T. MASON**  
**219 South Dearborn Street**  
**Chicago, IL 60604**

**Courtroom 2214**

**Chambers 2206**

**Web Site: <http://www.ilnd.uscourts.gov>**

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**Courtroom Deputy - Katie Franc**

**Room 2220**

**(312) 435-6051**

**ORDER SETTING INITIAL STATUS REPORT**  
**FOR CASES ASSIGNED TO JUDGE MASON**

This case has been reassigned to Magistrate Judge Michael T. Mason. A status date has been set in the attached minute order. In order to make the status as productive as possible, including the setting of settlement conferences, trial or ruling dates, the Court directs the parties to file, at least three business days before the status hearing, an original and one copy of a joint<sup>1</sup> status report, not to exceed four pages, with the clerk's office and deliver a courtesy copy to Courtroom Deputy, Katie Franc (Room 2220), which shall contain the following information:

**CONSENT CASES:**

1. A brief summary of the claims asserted in the complaint and any counterclaim or third party complaint. A courtesy copy of the current complaint, answer, counterclaim, etc., should be delivered to the Courtroom Deputy with the status report.
2. A brief statement of the relief sought, including an itemization of damages.
3. The status of any pending motions.
4. Any current dates for discovery cut-off, pretrial order or trial. If none have been set, a proposed discovery cut-off date and the earliest date the parties will be available for trial.

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<sup>1</sup>If the parties cannot agree to a joint report, they may file separate reports which are not to exceed two pages.

5. A description of the discovery that has been completed, including the specific number of depositions that have been taken, and a description of the future discovery that is contemplated.
6. Whether a jury has been demanded.
7. The status of settlement discussions, if any.
8. In order to avoid confusion and delay, list the name of the magistrate judge (consent) and **do not** list the name of the district judge in the caption in consent cases.

**REFERRAL CASES:**

1. A brief summary of the claims asserted in the complaint and any counterclaim or third party complaint.
2. A brief statement of the relief sought, including an itemization of damages.
3. A brief description of the matter referred to the magistrate judge or alternatively, attach a copy of the referral order.
4. The status of any briefing on the matters referred.
5. If the case has been referred for discovery matters, a description of the discovery that has been completed and the future discovery contemplated, including identifying: (a) the depositions that have been taken; (b) the depositions that have been scheduled and the dates set; and (c) any other discovery contemplated.
6. Whether the parties will consent to trial before a magistrate judge.
7. Any dates or deadlines established by the district judge for discovery cut-off, submission of pretrial order or trial.
8. The status of settlement negotiations, if any.
9. In referral cases, list both the district judge and the magistrate judge in the caption and circle the name of the judge for whom the filing is intended.

Consistent with the scope of the consent or referral, the Court will set discovery schedules, briefing schedules, and other deadlines and timetables at the initial status conference. Therefore, the principal trial attorney for each party, or an attorney with sufficient familiarity with and responsibility for the case, shall appear and be prepared to discuss all aspects of the case.

**ENTER:**

**Dated: October 10, 2001**

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**MICHAEL T. MASON**  
**United States Magistrate Judge**