



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

**STANDING ORDER ON TRIAL PROCEDURES**  
**FOR CONSENT CASES BEFORE MAGISTRATE JUDGE COX**

Judge Cox does not require the parties to prepare a full pre-trial order. Instead, Judge Cox requires the following items be submitted to Judge Cox's courtroom deputy or to Chambers before a bench or jury trial:

1. A 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*. This statement is due fourteen (14) days **before the pre-trial conference**.
2. 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*. This list is due fourteen (14) days **before the trial date**.
3. A list of names and addresses of all expert witnesses who will be called. This list is due fourteen (14) days **before the trial date**.
4. A statement summarizing the current status of settlement negotiations. This statement is due fourteen (14) days **before the pre-trial conference**.
5. In a bench trial, proposed findings of fact and conclusions of law are to be submitted to chambers fourteen (14) days **before the trial date**. Trial briefs are not necessary.
6. In a jury trial, the parties are instructed to meet and agree on jury instructions prior to filing the same. Judge Cox refers to the Seventh Circuit Pattern Jury Instructions. Therefore, the parties should concentrate their efforts on the substantive jury instructions related to the merits. Proposed jury instructions are due fourteen (14) days **before the pre-trial conference**.
7. Judge Cox has her own set of general *voir dire* questions, which can be obtained from the Court's homepage. Any additional proposed *voir dire* questions special to the case should be submitted to the Court fourteen (14) days before the **pre-trial conference**.
8. Any *Daubert* motions shall be filed no later than thirty-five (35) days and responses no later than twenty-one (21) days **before the pre-trial conference**.

9. Motions *in limine* shall be filed no later than twenty-one (21) days and responses no later than fourteen (14) days **before the pre-trial conference**. The parties should be prepared to argue their motions *in limine* at the pre-trial conference. Motions *in limine* are not favored and should be used sparingly.

10. For additional information, visit the Court's homepage: <http://www.ilnd.uscourts.gov>. There you will find general *voir dire* questions, standing orders and other information to help you understand Judge Cox practices and procedures.

Entered: October 25, 2017

A handwritten signature in black ink, appearing to read 'Susan E. Cox', is positioned above a horizontal line.

U.S. Magistrate Judge, Susan E. Cox