

Format for Motions and Briefing

Local rule 7.1 provides for a 15-page limit on briefs but does not specify typeface or size. To discourage use of Times New Roman and encourage liberal use of more reader-friendly typefaces such as Palatino, Century Schoolbook, Garamond (14-pt type please), or Book Antiqua, the Court will require the following limits on briefs absent leave of court upon a showing of good cause: Opening and response briefs may not exceed 3500 words, and reply briefs may not exceed 2500 words. The word count calculation need not include the case caption, title, tables of contents or authority, or signature blocks. Each motion shall include a word-count certification.

Typewritten and handwritten opening and response briefs may not exceed 15 pages, and such reply briefs may not exceed 10 pages. The page limit applies only if the petition is handwritten or typewritten. If the petition is produced using a computer, the word limit applies.

The Court strongly encourages counsel to follow the Seventh Circuit's advice regarding typography, which is included in its Practitioner's Handbook, starting at page 170. The relevant excerpt can be found here: <https://www.ca7.uscourts.gov/forms/type.pdf>

All electronically-filed motions and supporting briefs must be generated by printing to PDF from the original word processing file so that the text of the motion is searchable. In other words, parties should not print a paper copy of the document and then scan it to create a PDF version to be filed. This type of PDF is not searchable. The scanning method may be used only for exhibits and appendix or reference materials.

The Court prefers that citations to unpublished opinions be Westlaw citations. To the extent possible, briefs and other filings (such as Rule 56.1 statements of fact) should cite exhibits by the ECF docket number and page, not exhibit number.