

**UNITED STATES BANKRUPTCY COURT  
NORTHERN DISTRICT OF ILLINOIS  
WESTERN DIVISION**

In re:	)	Bankruptcy No.
	)	
Debtor(s).	)	Chapter
	)	Judge Lynch
	)	
Plaintiff(s),	)	
	)	
v.	)	Adv. No.
	)	
Defendant(s).	)	
	)	

**FINAL PRETRIAL ORDER (Standard Trial Form)**

The following terms shall govern the future course of this proceeding. **FAILURE TO COMPLY WITH THE PROVISIONS OF THIS ORDER WILL RESULT IN THE IMPOSITION OF APPROPRIATE SANCTIONS PURSUANT TO FED. R. CIV. P. 16(f), which may include waiver of claims or defenses, dismissal, default, exclusion or admission of evidence, fines or monetary sanctions or such other sanction as justice may require.**

UPON DUE NOTICE, the Court having held a Final Pretrial Conference on this date at which time all parties of record and their counsel appeared, all parties being afforded due and sufficient opportunity to present all matters necessary for the Court’s consideration, and the Court being further advised in the premises;

IT IS HEREBY ORDERED that this matter is set for \_\_\_\_\_, to begin at \_\_:\_\_.m. The Court has determined that a total of \_\_ hours will be allotted for trial. The trial shall be conducted as follows:

1. Counsel of Record. Unless permitted otherwise by the Court, argument and the examination of witnesses will be conducted by the following attorneys:
  
2. Continuances. No continuance of the trial date or other relief from this Final Pretrial Order will be allowed except for good cause shown.
  
3. Discovery. All discovery [is closed / shall be completed by \_\_\_\_\_].

4. Pleadings and Dispositive Motions. All amendments to pleadings and any dispositive motions must be filed by \_\_\_\_\_.
5. Stipulations. On or before \_\_\_\_\_, the parties shall jointly file their Stipulations of Fact setting forth the agreed facts in numbered paragraphs.
6. Motions in Limine. All motions *in limine* and supporting memoranda, if any, must be filed by \_\_\_\_\_.
7. Exhibits. On or before \_\_\_\_\_, the parties must exchange with one another all exhibits that they anticipate offering into evidence. No other exhibits may be introduced at trial, except for rebuttal purposes. Group exhibits are not allowed. In addition, each party shall provide to the Court an electronic copy in PDF format of their exhibit list and all exhibits via email to **Lynch\_Exhibits@ilnb.uscourts.gov** on or before \_\_\_\_\_. Each exhibit should be marked with an exhibit number and attached to the email as a separate PDF file. The Plaintiff / Movant shall number exhibits numerically and the Defendant / Respondent shall number exhibits alphabetically. Each page of each exhibit shall be consecutively numbered. Unless otherwise ordered, exhibits will be presented at trial through the Court's evidence presentation system. Counsel should familiarize themselves with that system before trial.
8. Witnesses. On or before \_\_\_\_\_, the parties must identify all persons whose testimony they anticipate presenting at trial. In addition, no later than \_\_\_\_\_, each party shall file with the Court their list of witnesses which must include the names and addresses of expert witnesses, if any, and for each expert identified: the subject of the proposed expert testimony and whether the expert had prepared a written report. Only witnesses disclosed on the filed witness list will be permitted to testify, except for rebuttal witnesses.
9. [Pretrial Statement. On or before \_\_\_\_\_, each party shall file a brief Pretrial Statement containing: (i) its statement as to the Court's jurisdiction to hear and enter final judgment in this matter; (ii) its statement of disputed facts; and (iii) any objection it may have to the proposed witnesses or the authenticity or admissibility of any proposed exhibit. **Objections to exhibits not raised in the Pretrial Statement may be deemed waived.** ]
10. [Exclusion of Non-Party Witnesses. (Optional) ]
11. Deposition Transcripts and Demonstrative Exhibits. The parties may post to the email address listed in paragraph 7 above in PDF format deposition transcripts and other material for use in impeachment or to refresh recollection. Each item posted for that purpose shall be separately identified using the labeling convention "[Party] Item A for identification, . . . Item B for identification," etc., and shall not be labeled in the same fashion as the trial exhibits. Demonstrative exhibits may also be posted in this fashion. Deposition transcripts and demonstrative exhibits must be posted to the Court at the email address for exhibits by \_\_\_\_\_. [No deposition testimony has been designated for other purposes at trial.]

12. No Recording. Any electronic, photographic or mechanical recording of these proceedings by any party, witness or observer, by any means, is strictly prohibited. Anyone who violates this rule may be subject to a Rule to Show Cause as to why they should not be held in contempt of court.

Date:

ENTER:

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Thomas M. Lynch  
United States Bankruptcy Judge