

UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF ILLINOIS
EASTERN DIVISION

In re:)	
)	Case No.
[DEBTOR],)	
)	Chapter
Debtor.)	
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[PLAINTIFF],)	
)	
Plaintiff,)	Honorable David H. DeCelles
)	
v.)	Adversary No.
)	
[DEFENDANT],)	
)	
Defendant.)	

PRETRIAL ORDER

Trial in this matter will commence on [DATE], at [TIME] (prevailing Central Time) at the Everett McKinley Dirksen United States Courthouse, 219 South Dearborn Street, Courtroom 615, Chicago, Illinois. The following provisions will govern the proceedings in this matter:

1. On or before [DATE], the parties shall jointly file a pretrial statement that contains a brief statement of each party’s respective theory of each claim and each defense, a statement of stipulated facts in numbered paragraphs, and a statement of disputed material facts in numbered paragraphs.
2. In addition to the joint pretrial statement, on or before [DATE], each party shall separately file a pretrial brief, not to exceed five pages, including a statement of the burden of proof and elements of each claim and a description of what the party believes the evidence at trial will show. The pretrial brief shall include citations to relevant legal authorities.
3. On or before [DATE], the parties shall:
 - a. Exchange with each other and file with the Court lists of all witnesses (including a brief description of the subject matter of each witness’s testimony), exhibits, and demonstrative exhibits of which the parties intend to seek admission at trial (“Witness and Exhibit Lists”);
 - b. Exchange copies of all exhibits and demonstrative exhibits on the Witness and Exhibit Lists; and

c. Submit to the Court, by delivering to the Court's Intake Desk in Room 710 of the courthouse, clearly labeled for Judge DeCelles, two sets of the Witness and Exhibit Lists, the exhibits, and the demonstrative exhibits in binders with tabs that denote each exhibit's assigned number.

4. Each proposed exhibit must be (a) clearly numbered in the order of its probable presentation at the trial and listed on the Witness and Exhibit List in such order and (b) filed as a separate attachment to the Witness and Exhibit List.

5. Motions in limine or objections to the admission of exhibits shall be filed on or before [DATE]. No written responses to such motions or objections are necessary, but if filed, shall be filed with the Court no later than 24 hours prior to the commencement of the trial. The Court will rule on such motions or objections at the start of the trial. Any objections to the admission of exhibits not raised in the manner set forth in this paragraph will be deemed waived absent a showing of good cause.

6. The trial will be held in person in the courtroom. No remote testimony will be permitted except for good cause in compelling circumstances and with appropriate safeguards.

7. Failure to comply with this order may result in the imposition of appropriate sanctions pursuant to Rule 16(f) of the Federal Rules of Civil Procedure (made applicable by Federal Rule of Bankruptcy Procedure 7016), including the exclusion of evidence or barring of testimony.

Date: _____

By: _____

DAVID H. DECELLES
UNITED STATES BANKRUPTCY JUDGE