**PRE-TRIAL/TRIAL DEADLINES – FEBRUARY 2018 TRIAL DOCKET**

**(01/16/18 PRE-TRIAL CONFERENCE)**

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| **# DAYS BEFORE** | **PTC/TRIAL** | **MATTER** |
| 120 days (09/18/17) | PTC | -File/Serve Plaintiff’s Witness List |
| 90 days (10/18/17) | PTC | -File/Serve Defendant’s Witness List |
| 60 days (11/17/17) | PTC | -Complete All CME’s |
| 45 days (12/02/17) | PTC | -File/Serve All Dispositive/*Daubert* Motions |
| 30 days (12/17/17) | PTC | -**DISCOVERY DEADLINE** for all Non-Expert/ Expert (discovery after DDL permitted by Court order only under exceptional circumstances) |
| 30 days (01/06/18) | TRIAL (02/05/18) | -File/Serve All Motions in Limine |
| 10 days (01/06/18) | PTC | -Attorney Meeting to:  \*\*mark all exhibits,  \*\*prepare exhibit list of clerk;  \*\*stipulate to admission into evidence or list specific objection to each proposed exhibit;  \*\*stipulate to any matter of fact and law about there is no issue;  \*\*review all depositions to be offered for any purpose other than impeachment;  \*\*discuss settlement possibility;  \*\*submit itemized statement of special damages plaintiff expects to prove;  \*\*discuss and complete any other matters simplifying the issues or aiding in the speedy disposition of the action; and  \*\*draft one PTC order. |
| 7 days (01/09/18) | PTC | -Notify Court’s Business Center (CBC) as to Any Audio-Visual Equipment/Other Multi-Media Technology Needs  -Secure Court Reporter Services for Trial |
| 3 days (01/13/18) | PTC | -Submit PTC Order to Court |
| 1 day (01/15/18) | PTC | -Hearings on all Dispositive/*Daubert* Motions  -File/Serve All Motions Other Than Dispositive Motions and Motions in Limine (otherwise abandoned)  -File/Serve All Objections to Depositions Expected to be Introduced at Trial  -Complete Mediation  -Submit Proposed Jury Instructions/Verdict Forms to Court |
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|  | PTC DAY |  |
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| 1 day (Friday) | Trial/Voir Dire | -Hearing on Motion(s) in Limine  -Hearing on Objections to Depositions |
|  | TRIAL/VOIR DIRE |  |

FORMS/TRIAL/TRIAL DEADLINES//TRIAL DEADLINES 01 (Revised 03/24/16)