**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 |  |
|  |  |  |
| 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)