

STATE OF MICHIGAN

IN THE 26<sup>TH</sup> CIRCUIT COURT FOR THE COUNTY OF \_\_\_\_\_

\_\_\_\_\_,

Plaintiff(s),

File No.: \_\_\_\_\_

v.

\_\_\_\_\_,

Defendant(s).

/

**STIPULATED CIVIL SCHEDULING ORDER**

PRESENT: HON. K. EDWARD BLACK, CHIEF JUDGE

The parties hereby stipulate and agree to the following scheduling order:

**1. DISCOVERY**

Discovery shall be completed by \_\_\_\_\_.

**2. EXHIBIT LISTS**

Exhibit lists shall be exchanged by \_\_\_\_\_.

**3. WITNESS LISTS**

Witness lists shall be filed and served by \_\_\_\_\_.

**4. DISPOSITIVE MOTIONS**

Dispositive motions shall be filed by \_\_\_\_\_.

Dispositive motions shall be heard by \_\_\_\_\_.

**5. STATUS CONFERENCE**

After the close of discovery, a status conference will be held on the following regular motion day \_\_\_\_\_.

The parties may contact the Circuit Court office at (989) 354-9573 to obtain a hearing date and time.

The parties will be expected to address the following at the status conference:

- A. The status of the case;
- B. Whether the required disclosures have occurred;
- C. Whether pretrial motions are expected to be filed; and
- D. The amount of days expected for trial.

## **6. MOTIONS**

All motions shall be scheduled for a regular motion day. All motions shall be filed and argued no later than 14 days prior to trial, unless they could not have been reasonably anticipated.

## **7. JUDGE'S COPIES**

A Judge's copy is required for all motions. Judge's copies shall be sent to the following address:

26<sup>th</sup> Circuit Court  
720 W. Chisholm St., Ste. 1  
Alpena, MI 49707

## **8. ADJOURNMENTS**

A motion or stipulation for adjournment must comply with MCR 2.503.

## **9. ALTERNATIVE DISPUTE RESOLUTION (ADR)**

ADR is ordered for all civil cases pursuant to MCR 2.410. The parties agree to the following ADR process:

Case Evaluation\* \_\_\_\_\_

Mediation \_\_\_\_\_

Other (specify) \_\_\_\_\_

\* The ADR Clerk will notify the parties of the case evaluation date in conformance with MCR 2.403(G).

If any party believes the ADR process is inappropriate, a motion requesting removal from ADR must be filed with the Court.

## **10. SETTLEMENT CONFERENCE**

A settlement conference shall be scheduled no later than 30 days prior to trial. All attorneys and clients with authority to settle the case are required to be present for this conference. Company representatives with ultimate settlement authority shall be immediately available by telephone. Failure to comply with this procedure may result in default, dismissal, or any other appropriate sanction.

## **11. MOTIONS IN LIMINE**

All motions *in limine* shall be filed and heard no later than 14 days prior to trial.

## **12. PROPOSED JURY INSTRUCTIONS (IF APPLICABLE)**

Proposed jury instructions shall be filed no later than 14 days prior to a jury trial.

## **13. PROPOSED VERDICT FORMS (IF APPLICABLE)**

Proposed verdict forms shall be filed no later than 14 days prior to a jury trial.

#### **14. TRIAL BRIEFS (IF APPLICABLE)**

Trial briefs for non-jury cases shall be filed no later than 14 days prior to trial. The trial brief shall contain the following:

- A. A list of all the remaining claims or affirmative defenses a party has pled against an opposing party.
- B. A proposed statement of facts to be used by the Court in deciding factual disputes.
- C. Proposed conclusions of law on all remaining claims and affirmative defenses.
- D. A proposed judgment shall be submitted with the trial brief.

## 15. ON THE DAY OF TRIAL

Exhibits shall be marked no later than 30 minutes prior to trial.

The parties are responsible for providing any necessary equipment.

## 16. MISCELLANEOUS (IF APPLICABLE)

The parties further stipulate as follows:

**APPROVED AS TO SUBSTANCE AND FORM BY:**

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**Plaintiff**

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Defendant

## IT IS SO ORDERED.

Dated:

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**HON. K. EDWARD BLACK, CHIEF JUDGE**

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