

CIVIL DIVISION SCHEDULING ORDER

Plaintiff(s)

vs.

Case No. _____

Defendant(s)

Pursuant to Wis. Stat. § 802.10(3) and Local Rule 3.8.C., **IT IS HEREBY ORDERED:**

- 1. All parties shall comply with all provisions of the Local Rules and SCR 62.02, the Standards of Courtesy and Decorum. The Local Rules are available at <http://www.county.milwaukee.gov/ChiefJudgeCircuitCou10519.htm>
- 2. On or before _____, any amendments to the pleadings, including the naming of any additional parties, shall be completed. If any additional party is named, a copy of this Order shall be served with the summons and complaint.
- 3. On or before _____, the jury fee shall be paid or, pursuant to Local Rule 3.9, all parties shall be deemed to have waived their right to a jury.
- 4. On or before the dates set forth below, the parties shall serve, pursuant to Local Rule 1.13, (a) the names and addresses of lay witnesses and a brief summary of their anticipated testimony; (b) the name, address, resume and written report of each expert witness; and (c) an itemized statement of damages, including any claim of permanency:
_____ by Plaintiff _____ by Defendant _____ by Third Party

Witnesses and damage claims not disclosed in full compliance with this rule will be excluded from trial, unless good cause is shown.

- 5. On or before _____, all discovery (except depositions for use at trial) shall be complete. See Local Rule 3.21 (timely completion of discovery).
- 6. On or before _____, all dispositive motions governed by Local Rules 3.14 and 3.15 shall be filed.
- The parties agree to comply with the filing deadlines set forth in Local Rule 3.15.

- 7. On or before _____, the parties shall complete mediation.
_____ shall serve as mediator. All fees shall be divided equally among the parties. The parties and their attorneys shall participate in person. Any corporate party or other organization shall appear, in addition to counsel of record, by an individual who shall have full authority to negotiate, unless the mediator permits otherwise. Full authority means the authority to make or modify offers and to approve a final settlement without the need to seek authority from any other person. A party who fails to comply with this provision of this order may be ordered to pay all costs of the mediation and be subject to further sanctions.

- 8. The court will conduct a pretrial conference on _____ at _____.
Counsel who actually will try the case shall be present and a trial date, if needed, shall be scheduled.

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- 9. On or before _____ each party shall file a pretrial report. The report shall:
 - A. Summarize in detail in no more than 2 pages the facts of the case, issues and theories of liability or defense and evidentiary issues.
 - B. Identify each trial witness and summarize in detail his or her testimony.
 - C. List all exhibits to be offered at trial. The exhibits shall be made available for inspection upon the request of any other party as of the filing of the Exhibit List.
 - D. Designate all portions of any deposition that will be read or displayed to the jury.
 - E. State whether mediation is complete and, if not, whether settlement negotiations are ongoing.
 - F. Propose stipulations that resolve undisputed issues and that will save the jury and the court time and effort at trial.

- 10. If a jury trial is requested, on or before _____ the parties shall file a list of all proposed jury instructions (numbers and titles only, unless requesting modified or special instructions), a proposed verdict form and all motions *in limine*.

- 11. If a court trial is requested, on or before _____ the parties shall file proposed findings of fact and conclusions of law.

12. The deadlines set forth in this order may not be extended without the consent of the court.

13. OTHER ORDERS:

The court will sanction parties who fail to comply with the provisions of this order. Sanctions may include entering judgment or dismissing claims or defenses. See Wis. Stats. §§ 804.12 and 805.03.

Dated: _____

BY THE COURT:

Circuit Judge
Branch _____