|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **STANDARD ACTION SCHEDULE OF PRETRIAL AND TRIAL DATES WORKSHEET**  Please complete this worksheet jointly and file it with your Joint Rule 26(f) Report.  The parties must make every effort to agree on dates or the court will set them. | | | | |
| **Case No.** | **Case Name:** | | | |
| **Trial and Final Pretrial Conference Dates** | | | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Check one:  Jury Trial or  Bench Trial  [Mondayat 8:15 a.m. within 13–16 months of Scheduling Conference based on complexity]  Estimated Duration: \_\_\_\_\_\_\_ Days | | |  |  |
| Final Pretrial Conference (“FPTC”) [L.R. 16], Hearing on Motions in Limine  [Fridayat 1:30 p.m. at least 17 days before trial] | | |  |  |
| **Event**  Note:Hearings shall be on Fridays at 1:30 p.m.  Other dates can be any day of the week. | | **Time Computation** | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Last Date to Hear Motion to Amend Pleadings or Add Parties [Friday] | | 91 days after scheduling conference |  |  |
| Fact Discovery Cut-Off [Friday]  (no later than deadline for filing dispositive motion) | | 21 weeks before FPTC |  |  |
| Expert Disclosure (Initial) | | 20 weeks before FPTC |  |  |
| Expert Disclosure (Rebuttal) | | 18 weeks before FPTC |  |  |
| Expert Discovery Cut-Off | | 16 weeks before FPTC |  |  |
| Last Date to Hear Motions [Friday]   * Rule 56 Motion due at least 5 weeks before hearing * Opposition due 2 weeks after Motion is filed * Reply due 1 week after Opposition is filed | | 12 weeks before FPTC |  |  |
| Deadline to Complete Settlement Conference [L.R. 16-15]  Select one:  1. Magistrate Judge (with Court approval)  2. Court Mediation Panel  3. Private Mediation | | 5 weeks before FPTC |  |  |
| Trial Filings (first round) [Friday]   * Motions *in Limine* * Memoranda of Contentions of Fact and Law [L.R. 16-4] * Witness Lists [L.R. 16-5] * Joint Exhibit List [L.R. 16-6.1] * Joint Status Report Regarding Settlement * Proposed Findings of Fact and Conclusions of Law [L.R. 52] (bench trial only) * Declarations containing Direct Testimony, if ordered  (bench trial only) | | 4 weeks before FPTC |  |  |
| Trial Filings (second round) [Friday]   * Oppositions to Motions *in Limine* * Joint Proposed Final Pretrial Conference Order [L.R. 16-7] * Joint Agreed Upon Proposed Jury Instructions (jury trial only) * Disputed Proposed Jury Instructions (jury trial only) * Joint Proposed Verdict Forms (jury trial only) * Joint Proposed Statement of the Case (jury trial only) * Proposed *Voir Dire* Questions, if any (jury trial only) * Evidentiary Objections to Declarations of Direct Testimony  (bench trial only) | | 2 weeks before FPTC |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CLASS ACTION SCHEDULE OF PRETRIAL AND TRIAL DATES WORKSHEET**  Please complete this worksheet jointly and file it with your Joint Rule 26(f) Report.  The parties must make every effort to agree on dates or the court will set them. | | | | |
| **Case No.** | **Case Name:** | | | |
| **Trial and Final Pretrial Conference Dates** | | | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Check one:  Jury Trial or  Bench Trial  Estimated Duration: \_\_\_\_\_\_\_ Days | | | To be set by the court | To be set by the court |
| Final Pretrial Conference (“FPTC”) [L.R. 16], Hearing on Motions in Limine | | | To be set by the court | To be set by the court |
| **Event**  Note:Hearings shall be on Fridays at 1:30 p.m.  Other dates can be any day of the week. | | **Time Computation** | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Last Date to Hear Motion to Amend Pleadings or Add Parties [Friday] | | 91 days after scheduling conference |  |  |
| Last Date to Hear Motion for Class Certification [Friday] | | 39 weeks after scheduling conference |  |  |
| Fact Discovery Cut-Off [Friday]  (no later than deadline for filing dispositive motion) | | 68 weeks after scheduling conference |  |  |
| Expert Disclosure (Initial) | | 69 weeks after scheduling conference |  |  |
| Expert Disclosure (Rebuttal) | | 71 weeks after scheduling conference |  |  |
| Expert Discovery Cut-Off | | 73 weeks after scheduling conference |  |  |
| Last Date to Hear Motions [Friday]   * Rule 56 Motion due at least 5 weeks before hearing * Opposition due 2 weeks after Motion is filed * Reply due 1 week after Opposition is filed | | To be set by the court | To be set by the court | To be set by the court |
| Deadline to Complete Settlement Conference [L.R. 16-15]  Select one:  1. Magistrate Judge (with Court approval)  2. Court Mediation Panel  3. Private Mediation | | 84 weeks after scheduling conference |  |  |
| Trial Filings (first round) [Friday]   * Motions *in Limine* * Memoranda of Contentions of Fact and Law [L.R. 16-4] * Witness Lists [L.R. 16-5] * Joint Exhibit List [L.R. 16-6.1] * Joint Status Report Regarding Settlement * Proposed Findings of Fact and Conclusions of Law [L.R. 52] (bench trial only) * Declarations containing Direct Testimony, if ordered  (bench trial only) | | To be set by the court | To be set by the court | To be set by the court |
| Trial Filings (second round) [Friday]   * Oppositions to Motions *in Limine* * Joint Proposed Final Pretrial Conference Order [L.R. 16-7] * Joint Agreed Upon Proposed Jury Instructions (jury trial only) * Disputed Proposed Jury Instructions (jury trial only) * Joint Proposed Verdict Forms (jury trial only) * Joint Proposed Statement of the Case (jury trial only) * Proposed *Voir Dire* Questions, if any (jury trial only) * Evidentiary Objections to Declarations of Direct Testimony  (bench trial only) | | To be set by the court | To be set by the court | To be set by the court |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PATENT ACTION SCHEDULE OF PRETRIAL AND TRIAL DATES WORKSHEET**  Please complete this worksheet jointly and file it with your Joint Rule 26(f) Report.  The parties must make every effort to agree on dates or the court will set them. | | | | |
| **Case No.** | **Case Name:** | | | |
| **Trial and Final Pretrial Conference Dates** | | | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Check one:  Jury Trial or  Bench Trial  [Mondayat 8:15 a.m. within 15–21 months of Scheduling Conference based on complexity]  Estimated Duration: \_\_\_\_\_\_\_ Days | | |  |  |
| Final Pretrial Conference (“FPTC”) [L.R. 16], Hearing on Motions in Limine  [Fridayat 1:30 p.m. at least 17 days before trial] | | |  |  |
| **Event**  Note:Hearings shall be on Fridays at 1:30 p.m.  Other dates can be any day of the week. | | **Time Computation** | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Last Date to Hear Motion to Amend Pleadings or Add Parties [Friday] | | 91 days after scheduling conference |  |  |
| Deadline to Serve Infringement Contentions & Related Disclosures (Patent Rules 2(a), (b)) | | 14 days after scheduling conference |  |  |
| Deadline to Serve Invalidity Contentions & Related Disclosures (Patent Rules 2(c), (d)) | | 59 days after scheduling conference |  |  |
| Deadline to Exchange Proposed Terms for Construction (Patent Rule 3(a)) | | 14 days after deadline to serve Invalidity Contentions; 42 days after deadline to serve Infringement Contentions (if validity is not at issue); or 14 days after service of Answer in declaratory judgment actions not based on validity). |  |  |
| Deadline to Exchange Preliminary Claim Constructions and Extrinsic Evidence (Patent Rule 3(b)) | | 21 days after deadline to exchange proposed claim construction terms |  |  |
| Deadline to Submit Joint Claim Construction and Prehearing Statement, and Expert Reports (Patent Rule 3(c)) | | 46 days after deadline to exchange proposed claim construction terms |  |  |
| Claim Construction Discovery Cut-Off (Patent Rule 3(d)) | | 76 days after deadline to exchange proposed claim construction terms |  |  |
| Deadline to File Opening Claim Construction Briefs (Patent Rule 3(e)(i)) | | 91 days after deadline to exchange proposed claim construction terms |  |  |
| Deadline to File Responsive Claim Construction Briefs (Patent Rule 3(e)(ii)) | | 105 days after deadline to exchange proposed claim construction terms |  |  |
| Deadline to File Reply Claim Construction Briefs (Patent Rule 3(e)(iii)) | | 112 days after deadline to exchange proposed claim construction terms |  |  |
| Deadline to Serve Damages Contentions (Patent Rule 2(h)) | | 109 days after scheduling conference |  |  |
| Deadline to Serve Responsive Damages Contentions (Patent Rule 2(i)) | | 139 days after scheduling conference |  |  |
| Deadline to Complete Damages Contentions Meeting (Patent Rule 2(j)) | | 199 days after scheduling conference |  |  |
| Fact Discovery Cut-Off [Friday]  (no later than deadline for filing dispositive motion) | | 21 weeks before FPTC |  |  |
| Expert Disclosure (Initial) | | 20 weeks before FPTC |  |  |
| Expert Disclosure (Rebuttal) | | 18 weeks before FPTC |  |  |
| Expert Discovery Cut-Off | | 16 weeks before FPTC |  |  |
| Last Date to Hear Motions [Friday]   * Rule 56 Motion due at least 5 weeks before hearing * Opposition due 2 weeks after Motion is filed * Reply due 1 week after Opposition is filed | | 12 weeks before FPTC |  |  |
| Deadline to Complete Settlement Conference [L.R. 16-15]  Select one:  1. Magistrate Judge (with Court approval)  2. Court Mediation Panel  3. Private Mediation | | 5 weeks before FPTC |  |  |
| Trial Filings (first round) [Friday]   * Motions *in Limine* * Memoranda of Contentions of Fact and Law [L.R. 16-4] * Witness Lists [L.R. 16-5] * Joint Exhibit List [L.R. 16-6.1] * Joint Status Report Regarding Settlement * Proposed Findings of Fact and Conclusions of Law [L.R. 52] (bench trial only) * Declarations containing Direct Testimony, if ordered  (bench trial only) | | 4 weeks before FPTC |  |  |
| Trial Filings (second round) [Friday]   * Oppositions to Motions *in Limine* * Joint Proposed Final Pretrial Conference Order [L.R. 16-7] * Joint Agreed Upon Proposed Jury Instructions (jury trial only) * Disputed Proposed Jury Instructions (jury trial only) * Joint Proposed Verdict Forms (jury trial only) * Joint Proposed Statement of the Case (jury trial only) * Proposed *Voir Dire* Questions, if any (jury trial only) * Evidentiary Objections to Declarations of Direct Testimony  (bench trial only) | | 2 weeks before FPTC |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **FOIA ACTION SCHEDULE OF PRETRIAL DATES WORKSHEET**  Please complete this worksheet jointly and file it with your Joint Rule 26(f) Report.  The parties must make every effort to agree on dates or the court will set them. | | | | |
| **Case No.** | **Case Name:** | | | |
| **Event**  Note:Hearings shall be on Fridays at 1:30 p.m.  Other dates can be any day of the week. | | **Time Computation** | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Last Date to Hear Motion to Amend Pleadings or Add Parties [Friday] | | 91 days after scheduling conference |  |  |
| Last Date to Hear Motions [Friday]   * Rule 56 Motion due at least 5 weeks before hearing * Opposition due 2 weeks after Motion is filed * Reply due 1 week after Opposition is filed | | 10–15 months after scheduling conference |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ERISA ACTION SCHEDULE OF PRETRIAL AND TRIAL DATES WORKSHEET**  Please complete this worksheet jointly and file it with your Joint Rule 26(f) Report.  The parties must make every effort to agree on dates or the court will set them. | | | | |
| **Case No.** | **Case Name:** | | | |
| **Trial and Final Pretrial Conference Dates** | | | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Bench Trial  [Fridayat 1:30 p.m. within 10–12 months of Scheduling Conference based on complexity]  Estimated Duration: \_\_\_\_\_\_\_ Days | | |  |  |
| **Event**  Note:Hearings shall be on Fridays at 1:30 p.m.  Other dates can be any day of the week. | | **Time Computation** | **Pl(s)’ Date**  **mm/dd/yyyy** | **Def(s)’ Date**  **mm/dd/yyyy** |
| Last Date to Hear Motion to Amend Pleadings or Add Parties [Friday] | | 91 days after scheduling conference |  |  |
| Lodge Administrative Record & Plan Documents | | 63 days after scheduling Conference |  |  |
| Fact Discovery Cut-Off (if necessary) [Friday]  (no later than deadline for filing dispositive motion) | | 24 weeks before trial |  |  |
| Last Date to Hear Motions [Friday]   * Rule 56 Motion due at least 5 weeks before hearing * Opposition due 2 weeks after Motion is filed * Reply due 1 week after Opposition is filed | | 16 weeks before trial |  |  |
| Deadline to Complete Settlement Conference [L.R. 16-15]  Select one:  1. Magistrate Judge (with Court approval)  2. Court Mediation Panel  3. Private Mediation | | 9 weeks before trial |  |  |
| File & Exchange Opening Trial Briefs | | 8 weeks before trial |  |  |
| File & Exchange Responsive Trial Briefs (not to exceed 15 pages) | | 4 weeks before trial |  |  |