

IN THE UNITED STATES DISTRICT COURT  
FOR THE NORTHERN DISTRICT OF OHIO  
WESTERN DIVISION

, Case No.  
Plaintiff, CASE MANAGEMENT  
CONFERENCE ORDER  
-vs- JUDGE JACK ZOUHARY  
,  
Defendant.

Case Management Conference held [DATE]

1. The following parties were present:
  - a. Plaintiff(s):
  - b. Defendant(s):
2. The following attorneys were present:
  - a. Plaintiff(s) lead counsel:
  - b. Defendant(s) lead counsel:.
3. A written stipulation (Local Rule 16.3(b)(3)) was / was not filed.
4. After consultation with the parties and counsel, this case will proceed on the [Expedited, Standard or Complex] track with trial in [month/year].
5. Case is / is not referred to Alternative Dispute Resolution (ADR).
6. Case does / does not involve electronic discovery.

7. Parties did / did not consent to the jurisdiction of the Magistrate Judge.
8. Rule 26(a) disclosures have been completed.
9. Protective Order:
10. Rulings as to type and extent of discovery:

**Discovery Disputes**

- No motion to compel, motion for protective order or motion for sanctions shall be filed unless the parties have undertaken in good faith to resolve discovery disputes and, if unable to do so, have next contacted the Court by phone or e-mail with a request for judicial resolution. Local Civil Rule 37.1 governs discovery disputes and counsel are expected to comply with this Rule.

11. Discovery cut-off date:
  - a. Liability:
  - b. Damages:
  - c. Plaintiff's expert disclosures, with reports, due:
  - d. Defendant's expert disclosures, with reports, due:

**NOTE:** Expert depositions require prior Court approval.

12. Without leave of Court, no discovery material shall be filed, except as necessary to support dispositive motions. Depositions filed either electronically or through the Clerk's Office shall include the Word Index.

**NOTE:** No dispositive motions shall be filed without leave of Court and only after sufficient discovery has been completed that allows counsel to represent to this Court that counsel believe there are no disputed issues of material fact. See District Court website for sample leave request: <http://www.ohnd.uscourts.gov/home/judges/judge-jack-zouhary>  
Standing Orders: Sample Leave Request for Summary Judgment

13. Parties shall provide this Court with a courtesy hard copy of all motion briefing with supporting materials. Briefing shall be doubled-spaced (except for block quotes) in a font not less than 12 points in size, including footnotes, with margins of not less than one inch. *See* Local Civil Rule 7.1(f) for page limits.

**NOTE:** Failure to follow will result in Clerk striking the briefing.

14. Deadline for amending pleadings / adding parties:

15. Dispositive motions:

- Deadline for filing dispositive motions on or before [date]; [date] for response; [date] for reply. Dispositive motions, without **prior** Court approval, shall not exceed page limits set forth in Local Civil Rule 7.1(f) (e.g., twenty (20) pages for standard cases) and shall use Sixth Circuit requirements: doubled-spaced (except for block quotes) in a font not less than 12 points in size with margins of not less than one inch.
- The party opposing the motion shall designate, in a separate section of its response, each disputed issue of material fact which that party asserts precludes summary judgment, with a supporting citation to the record.
- The parties shall file a table -- with the last brief -- “Designation of Materials” -- that lists **all** documents, depositions or other record evidence relied upon by **any** party with the corresponding ECF number and applicable page numbers.
- In order to streamline the ECF filings in your case, parties shall file only one copy of any deposition relied upon in briefings. Parties shall file the entire deposition. If the opposing party has already filed a deposition, then that deposition need not be re-filed. Regardless of who originally filed the deposition, briefings should refer back to the already filed deposition.

16. Telephone status:

17. Settlement conference:

- Lead counsel and parties, or a representative with full authority to negotiate and settle, are to appear in person. Further, each party shall submit an ex parte letter summarizing the settlement position to Chambers by fax (419-213-5680) or e-mail ([zouhary\\_chambers@ohnd.uscourts.gov](mailto:zouhary_chambers@ohnd.uscourts.gov)) three (3) days before the conference.

IT IS SO ORDERED.

s/ Jack Zouhary  
JACK ZOUHARY  
U. S. DISTRICT JUDGE

, 2014