

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
COUNTY DEPARTMENT, CHANCERY DIVISION

_____ Plaintiff,	Case No. _____
v.	Calendar: _____
_____ Defendant	

PRETRIAL ORDER

IT IS HEREBY ORDERED that this matter is set for PRETRIAL conference on _____

at _____ AM PM.

All relevant parties, or an appropriate representative of a corporate party authorized to settle the case, are required to be present at the Pretrial conference, unless excused by Order of the Court.

The parties are to submit a Pretrial memorandum at least seven (7) days prior to the Pretrial which should briefly summarize the nature and history of the case including:

1. the parties' legal theory(ies) or defense(s);
2. the contested issues of fact;
3. the contested issues of law and
4. the parties' settlement negotiations to date.

Agreed submissions are preferred. If this is not available, each side is to submit a separate document after serving the opposing counsel. A joint submission is limited to seven (7) pages; separate submissions are limited to three (3) pages each.

All parties agree that anything done or said at the Pretrial shall not serve as the basis for any motion for Substitution of Judge pursuant to 735 ILCS 5/2-1001 (a)(2) and/or (a)(3).

Atty. No.: _____ ARDC No.: _____	ENTERED:
Atty Name: _____	Dated: _____
Atty. for: _____	
Address: _____	_____
City: _____	Judge
State: _____ Zip: _____	Judge's No. _____
Telephone: _____	
Primary Email: _____	

Mariyana T. Spyropoulos, Clerk of the Circuit Court of Cook County, Illinois
cookcountyclerkofcourt.org