

UNITED STATES BANKRUPTCY COURT  
CENTRAL DISTRICT OF ILLINOIS

STANDING ORDER ON PRETRIAL  
CONFERENCES IN ADVERSARY PROCEEDINGS  
PRESIDED OVER BY JUDGE WILLIAM V. ALTENBERGER

I. A pretrial conference will be held on notice issued by the Court as soon as feasible after the return date of summons in each adversary proceeding.

A. The pretrial conference shall be scheduled no less than 45 days from the date of the mailing of the notice. Counsel for all parties are directed to confer with all opposing counsel and together prepare in writing and file with the Court no less than five (5) working days prior to the pretrial conference a joint pretrial statement containing the following:

FOR PLAINTIFF

1. A brief statement of the theory of each cause of action.
2. A brief summary of plaintiff's contentions of facts in support of the cause(s) of action and the evidence to be relied upon to establish each of the facts contended.

FOR DEFENDANT

1. A brief statement of the defense(s) including the theory of each defense.
2. A brief summary of defendant's contentions of facts in support of the defense(s), and the evidence to be relied upon to establish each of the facts contended.

FOR ALL PARTIES

In addition, the joint document shall include or have attached to it the following:

1. A statement of all admitted or uncontested facts.
2. Each party's brief statement of contested facts.
3. Each party's brief statement of contested legal issues.
4. The affidavits or other documentary proof which each party submits in support of its contentions. All such affidavits or documents shall be exchanged by the parties at or before the time of filing of the PRETRIAL STATEMENT.

All of the above is to be incorporated in one document (with attachments) which is to be signed by all attorneys prior to the filing. It shall be the duty of counsel for plaintiff to initiate the conference and the duty of other counsel to respond to plaintiff's counsel and to offer their full cooperation and assistance.

B. At such pretrial conference, which shall be attended by attorneys representing all parties who are authorized to enter into such agreements as may be appropriate, presumably the counsel who are to try the case, the Court and counsel will consider:

- (1) Simplification of the issues;
- (2) Any problems of evidence;
- (3) Desirability of trial briefs;
- (4) Prospects of settlement;
- (5) Probable length of needed discovery;
- (6) Such other matters as may aid in the fair and expeditious trial and disposition of the action; and
- (7) The provisions of the pretrial order to be entered.

At the conclusion of the conference, the case will be set for trial, unless it appears to the Court that a further pretrial conference should be held. Ordinarily, the Court will enter a Pretrial Order reflecting the action taken and the agreements made at such conference, in the general form attached hereto. The Court may, however, direct counsel for plaintiff to prepare the Pretrial Order. In those instances, approval of such proposed order shall be obtained from counsel for all other parties by signature thereon, and such approved order will be entered by the Court upon submission.

II. A pretrial conference will not be continued except for good cause shown in a written motion presented sufficiently in advance of the hearing for opposing counsel to be notified. Pretrials for Galesburg and Rock Island cases as well as Peoria cases involving an attorney from outside the tri-county area (Peoria-Tazewell-Woodford) will be scheduled for a telephonic conference call. Pretrials for all other cases will be held in Chambers and counsel must appear in person unless a request for conference call has been made and approved at least one week prior to the hearing date. Failure of counsel to appear or be available for any scheduled pretrial conference or otherwise to comply with the provisions of this order may result in dismissal or default as may be appropriate.

III. This order is promulgated under Rule 16 of the Federal Rules of Civil Procedure, Rule 7016 of the Rules of Bankruptcy Procedure, Rule 10 of the published Rules of the District Court for the Central District of Illinois and Rule 2.04 of the Local Rules of Procedure of this Court.

SO ORDERED.

  
WILLIAM V. ALTENBERGER  
UNITED STATES BANKRUPTCY JUDGE

ENTERED: SEP 22 1986