

**UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF INDIANA
_____ DIVISION**

_____,)
Plaintiff(s),)
v.) CASE NO: _____
_____,)
Defendant(s).)

REPORT OF PARTIES' PLANNING MEETING

1. The parties [held a planning meeting] [conferred via electronic mail] under Fed. R. Civ. P. 26(f) and agreed to this report on _____. _____ participated for the plaintiff(s), and _____ participated for the defendant(s).

2. Jurisdiction.

The court has jurisdiction under _____ [statutory source]. The parties agree that _____ [state key facts for federal question, diversity, or other jurisdiction].

3. Pre-Discovery Disclosures.

_____ The parties [have exchanged] [will exchange], *but may not file*, Rule 26(a)(1) information by _____.¹

_____ The parties stipulate out of the mandatory initial disclosures.

_____ [Plaintiff] [Defendant] objects to the mandatory initial disclosures for the following reasons: [describe objection].

¹ The court encourages setting all deadlines on business days.

4. Discovery Plan.

The parties propose the following discovery plan. [Use separate paragraphs as necessary if the parties disagree]

Discovery will be needed on the following subjects: [briefly describe the subjects for which discovery will be needed]

Disclosure or discovery of electronically stored information should be handled as follows: [brief description of the parties' proposals]

The last date to complete all discovery is _____.

[Discovery on _____ to be completed by _____]

Maximum of _____ interrogatories by each party to any other party.

Maximum of _____ requests for admission by each party to any other party.

Maximum of _____ depositions by plaintiff(s) and _____ by defendant(s).

Each deposition [other than of _____] is limited to a maximum of _____ hours unless extended by stipulation.

The parties must disclose the identity of any Rule 26(a)(2) witness and the witness's written report (if applicable) by:

_____ for plaintiff(s);

_____ for defendant(s); and

_____ for Rule 26(e) supplements.

5. Other Items.

The last date the plaintiff(s) may seek permission to join additional parties and to amend

the pleadings is _____.

The last date the defendant(s) may seek permission to join additional parties and to amend the pleadings is _____.

The time to file Rule 26 (a)(3) pretrial disclosures will be governed by separate order.

The case should be ready for [bench or jury] trial by _____ and at this time is expected to take approximately _____ days.

[Other matters]

6. Alternative Dispute Resolution.

The case's settlement prospects may be enhanced via the following ADR procedure:

Mediation

The parties have agreed upon _____ as mediator.

Other: [Please Identify]

Date: _____

Counsel for Plaintiff(s)

Counsel for Defendant(s)