

**FORM OF FINAL PRETRIAL ORDER USED BY
THE HONORABLE ANNE E. THOMPSON, USDJ**

UNITED STATES DISTRICT COURT
DISTRICT OF NEW JERSEY
TRENTON VICINAGE

PLAINTIFF

v.

DEFENDANT,

Civ. No.

JOINT FINAL PRETRIAL ORDER

(Please retype the following statement:)

The following shall constitute the Final Pretrial Order pursuant to Rule 16 of the Federal Rules of Civil Procedure, and this Final Pretrial Order shall govern the Conduct of the trial of this case. Amendments to this order will be allowed only in exceptional circumstances to prevent manifest injustice.

APPEARANCES:

(The names, addresses and telephone numbers of trial counsel shall be listed for each party and the identity of the party represented should be clearly stated.)

1. Nature of the Action and Jurisdiction of the Court:
2. Summary of Factual Contentions of Plaintiff:
(Insert names) (This section not to exceed one page except by leave of the Court)
3. Summary of Factual Contentions of Defendants:
(Insert names) (This section not to exceed one page except by leave of the Court)
4. Summary of Factual Contentions of Defendant/Third Party Plaintiff:
(Insert names) (This section not to exceed one page except by leave of the Court)
5. Summary of Factual Contentions of Third Party Defendants:

(Insert names) (This section not to exceed one page except by leave of the Court)

6. Statement of Damages Claimed:
(In every case, the statement of damages must be specific. In Personal Injury actions the medical specials and any wage or other losses should be itemized along with the nature, extent, and duration of any alleged injuries. If monetary damages are not sought, the type of relief should be described.)
(This section is limited to one page except by leave of the Court)
7. Statement of Legal Issues Presented:
(e.g., negligence...breach of contract...wrongful death...damages...etc...)
8. Legal Issues, Defenses, or Claims to be Abandoned:
9. Exhibits:
(Each party shall list separately and describe with particularity each exhibit which it intends to use at the trial of this case. Any exhibit not listed may not be used during the parties' case-in-chief, unless the existence of the exhibit, despite due diligence, was unknown to the party and its counsel at the time of submission of this order. This list shall be reasonably supplemented upon the discovery of a new exhibit. If a party intends to use no exhibits at trial for any purpose, the party shall so state. Exhibits should be premarked prior to trial.)
10. Additional Discovery:
(Unless leave of the Court has been obtained to extend pretrial discovery, and it is so noted in the Final Pretrial Order, this order shall contain the statement, "All discovery is complete.")
11. Expert Witnesses:
(The names of expert witnesses should be listed and a reference should be made to any prior order controlling the terms and conditions of experts, reports, and testimony. Copies of expert reports and experts' résumés are not to be attached to the Final Pretrial Order, but shall be separately submitted to the Court on the day of the Pretrial Conference.)

As to *Medical Malpractice* Actions only:

Please cite the volume, chapter, and line of any learned treatises you plan to utilize at trial during direct or cross-examination.

12. Fact Witnesses:
(The name of each witness whom the party intends to call at trial shall be listed with a short identifying statement. A summary of the anticipated testimony of each witness must be provided. Except for rebuttal witnesses, no party shall call a witness at trial whose name does not appear on that party's witness list, unless the existence of the potential witness was unknown to the party, despite due diligence, at the time of submission of this order. Upon the discovery of a new witness, the name of such witness and a summary of the testimony shall be reasonably supplied to all parties and the pre-trial order amended.)
13. Deposition testimony to be read (Pages:Lines):
14. Submissions:
No later than five days before the date set for trial or at such time as the Court may direct, each party shall submit:
 - a. Proposed Findings of Fact and Conclusions of Law (for Non-Jury cases)
 - b. Requested Voir Dire Questions
 - c. Form of Verdict Sheet (including Special Interrogatories)
 - d. Requests to Charge (for Jury cases)
15. In Limine Motions:
(In Limine motions respecting the admissibility of exhibits or the exclusion of witness' testimony must be identified within this order.)
16. Bifurcation:
(The issues of liability and damages shall/shall not be tried separately.)
17. Estimated Length of Trial:
(Please give estimated length of trial and set forth the trial date which has been assigned.)
18. Copies of Exhibits:
(Copies of exhibits are to be made for opposing counsel, and a bench book of exhibits is to be delivered to the Judge at the start of trial. If counsel desires to display exhibits to the jury, sufficient copies should be available to provide each juror with a copy; alternatively, enlarged photographic or projected copies may be used.)

CONCLUDING CERTIFICATION

(The following statement is to be retyped and appear at the conclusion of every Joint Final Pretrial Order immediately above counsel’s signatures as illustrated below.)

We hereby certify by the affixing of our signatures to this short form Joint Final Pretrial Order that it reflects the efforts of all counsel and that we have carefully and completely reviewed all parts of this order prior to its submission to the Court. It is acknowledged that the parties must amend the Pretrial Order to add witnesses or exhibits. It is further acknowledged that amendments to the Pretrial Order will not be permitted except where the Court determines that manifest injustice would result if the amendment were not allowed.

Attorneys for Plaintiff(s):

Attorneys for Defendant(s):

Entry of the foregoing Joint Final Pretrial Order is hereby APPROVED this

____ day of _____, 20__.

UNITED STATES MAGISTRATE JUDGE