

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS  
COUNTY DEPARTMENT, LAW DIVISION**

|               |   |                           |
|---------------|---|---------------------------|
|               | ) |                           |
| Plaintiff(s), | ) | Commercial Calendar N No. |
|               | ) |                           |
| v.            | ) |                           |
|               | ) |                           |
|               | ) | Judge Hanlon              |
|               | ) | Courtroom 2010            |
|               | ) | Zoom ID: 972 4167 2936    |
| Defendant(s). | ) | PW: 909053                |

**CASE MANAGEMENT ORDER**

(4231)\_\_\_\_ Written fact discovery to be issued by:\_\_\_\_\_

(4296)\_\_\_\_ Written fact discovery to be completed by:\_\_\_\_\_

(4218)\_\_\_\_ Party depositions, fact, 213(f)(1) and (2) depositions to be completed by:\_\_\_\_\_

(4206)\_\_\_\_ Plaintiff(s) shall answer 213(f)(3) interrogatories by:\_\_\_\_\_

(4206)\_\_\_\_ Defendant(s) shall answer 213(f)(3) interrogatories by:\_\_\_\_\_

(4218)\_\_\_\_ Plaintiff's 213(f)(3) witnesses' depositions to be completed by:\_\_\_\_\_

(4218)\_\_\_\_ Defendant's 213(f)(3) witnesses' depositions to be completed by:\_\_\_\_\_

(4218)\_\_\_\_ Add'l party's 213(f)(3) witnesses' depositions to be completed by:\_\_\_\_\_

***All discovery shall be completed no later than 60 days before trial (Rule 218).***

(4231)\_\_\_\_ Dispositive motions shall be presented on or before \_\_\_\_\_ at \_\_\_\_\_

(7217)\_\_\_\_ Final Pre-Trial Conference is set for \_\_\_\_\_ at \_\_\_\_\_

(4482)\_\_\_\_ (Bench / Jury) Trial is set for \_\_\_\_\_ at \_\_\_\_\_

(4619)\_\_\_\_ This matter is continued for a Case Management Conference on  
\_\_\_\_\_ at \_\_\_\_\_ in Room 2010 via ZOOM for status on:

☐ Service    ☐ Pleadings    ☐ Discovery    ☐ Settlement    ☐ Appearance of All Counsel    ☐ Other

**Failure to appear may result in dismissal for want of prosecution or entry of a default order.**  
**Failure to comply with this order shall be a basis for sanctions under Rule 219(c).**  
**Failure to enforce this order shall constitute a forfeiture of such discovery by that party.**

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State \_\_\_\_\_

Telephone \_\_\_\_\_

E-mail \_\_\_\_\_

Atty. For \_\_\_\_\_

Atty. No. \_\_\_\_\_

ENTERED:

\_\_\_\_\_  
Honorable James E. Hanlon, Jr.    No.2216

***Please See Explanatory Notes on Reverse Side***

## EXPLANATORY NOTES

***Discovery Dates.*** An agreement among counsel to waive discovery time constraints will not be recognized by the court unless it is memorialized in a court order. Any proposed modification to a discovery schedule must not affect the scheduled trial date. A failure to complete discovery is *not* a legitimate basis for continuing a trial.

***Trial Dates.*** Trial dates are firm. Continuances will rarely be granted and only for good cause—usually involving serious illness (or death) of counsel, a party, or a necessary witness. A motion for continuance should be brought as early as possible and should be supported by an affidavit.

Every effort is made to accommodate trials in Courtroom 2010, but due to the court's docket, cases may be reassigned on the day of trial. Bench trials may be continued on the court's motion to avoid the need for reassignment. The court's case coordinator will contact counsel approximately one week before the scheduled trial date to confirm the anticipated length of the trial and advise counsel of any scheduling modifications.

If your case should settle after a trial date has been scheduled, please advise the court's case coordinator by leaving a voicemail message (312-603-4804) at your earliest convenience.

***Dispositive Motions.*** Unless otherwise specified by order, dispositive motions shall be *presented* no later than 90 days before the trial date. Note, however, that the court typically sets an earlier deadline for dispositive motions.

***Courtesy Copies.*** A courtesy copy of any motion must be delivered three court days before presentment. Courtesy copies may be placed in the tray outside the courtroom.

***Proposed Agreed Orders.*** Proposed agreed orders may be submitted electronically. Proposed agreed orders are not to be filed. Rather, they are to be submitted to the judge to consider, to modify, if appropriate, and to enter. For example, proposed agreed orders such as stipulated protective orders require court approval before actually being given full effect. Proposed agreed orders must be attached to an e-mail sent to following e-mail address: [law.calncc@cookcountyil.gov](mailto:law.calncc@cookcountyil.gov). The subject line of the e-mail must include the case number and name, and the title of the order that is proposed. All such documents must be submitted in Microsoft Word format. All other parties to the case must be copied on the email. Please advise the court's case coordinator by phone (312-603-4804) after submitting a proposed agreed order.

***Standing Order.*** An electronic copy of the court's standing order is available on the Circuit Court's website:

<https://www.cookcountycourt.org/judge/hanlon-jr-james-e#ocj-overview>