

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
MUNICIPAL DEPARTMENT – FOURTH DISTRICT**

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|---------------|---|-----------|
| |) | |
| |) | |
| Plaintiff, |) | |
| |) | |
| v. |) | Case No.: |
| |) | |
| |) | |
| |) | |
| Defendant(s), |) | |

CIVIL JURY TRIAL SCHEDULING ORDER

This matter coming to be heard upon completion of discovery, the cause of action remaining unresolved, and the court fully advised in the premises, it is hereby ordered:

1. This matter is set for pre-trial conference on _____, _____ at _____, Room 111, **via Zoom** (ID: 936 6870 5913; Password: 862976).
2. The parties shall exchange the following documents at least 21 days prior to the pretrial conference: a statement of the case; an exhibit list; witness list; any proposed stipulations; pretrial motions and jury instructions.
3. Courtesy copies of all the above including any objections to the opposing party's submissions shall be submitted to the court at least seven (7) days prior to the pretrial conference via email (ccc.d4rm111@cookcountyil.gov).
4. This matter is set for jury trial on _____ at 9:30 am Room 111, Maywood Courthouse, 1500 Maybrook Drive, Maywood, Illinois 60153. All parties, witnesses and attorneys must appear "In Person." Parties should bring marked and unmarked copies of the jury instructions at the commencement of the trial.
5. If the parties reach a settlement after entry of this order the court should be notified immediately via email by sending an agreed dismissal order to drert111orders@cookcountycourt.com with a copy to ccc.d4rm111@cookcountyil.gov.

ENTERED: _____

JUDGE

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