UNITED STATES BANKRUPTCY COURT

NORTHERN DISTRICT OF INDIANA

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| In the Matter of: | ) |  |
|  | ) |  |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, | ) | Case No.: 2\_-\_\_\_\_\_\_ |
|  *Debtor(s)*. | ) | Chapter \_\_\_ |
|  |  |  |

**Joint Pretrial Order on**

 The parties met via (telephone, in person, electronic mail) and completed this proposed order. participated for the Debtor and participated for the Creditor [add Trustee, if applicable].

1. **Exhibits:**
	1. *Labeling exhibits*: will use numbers for its exhibits and will use letters.

[If applicable: , another party, will use numbers, but its exhibits will start at 200.]

* 1. *Exchanging exhibits:* The parties must exchange exhibits at least **fourteen (14) days** before the hearing. The Court may decline to consider exhibits not previously disclosed to the opposing party.
	2. *Filing exhibits*: The parties must file their exhibits **seven** (**7) days** before the hearing.
	3. *Hard copies of exhibits:* The parties must bring two (2) copies of their exhibits to the hearing. One copy will be for the Court. The other will be for the witnesses.
	4. *Voluminous pages:* For documents with several pages, the parties must specify which pages, paragraphs, or sections they desire the Court to consider. If the Court takes the case under advisement, the Court may decline to consider any portions of the exhibits the parties did not identify in court.
	5. *Exhibits used for impeachment:* Exhibits used exclusively for impeachment purposes are not required to be disclosed.
	6. *Exhibit chart*:The parties must file a chart indicating whether the parties stipulate to the exhibit’s admission. The chart should look substantially like the one below.

| **Exhibit No. or Letter** | **Date Disclosed** | **Brief Description** | **Stipulation to Admission?** |
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1. **Witnesses:**
	1. The parties are to exchange the identity of the witnesses and the general nature of the witnesses’ testimony to the opposing party at least **fourteen (14) days** before the hearing.
	2. The Court may prohibit a witness from testifying if that witness was not previously disclosed to the opposing party.
	3. Witnesses used exclusively for impeachment purposes are not required to be disclosed.
	4. Witnesses must appear in person. The Court will not allow witnesses to testify electronically.
	5. The parties must file a chart substantially similar to the one below at least **seven (7) days** before the hearing.

| **Witness Name** | **General Nature of Testimony** | **Expert’s General****Qualifications**  | **Objections**  |
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1. **Pretrial Briefs:** Any pretrial briefs must be 5 pages or less and filed at least **seven (7) days** before the hearing.
2. **Stipulation of facts:** The parties stipulate to the following facts:
3. **Contentions**: The parties’ contentions are as follows:
4. **Statement of Jurisdiction**: Include a brief statement explaining the Court’s jurisdiction and whether any party believes this Court does not have jurisdiction.
5. **Settlement:** Any agreed motions to settle the matter must be filed at least **24 hours** before the hearing. If the parties settle the matter within 24 hours and both parties desire to vacate the hearing, one party must email the Court and carbon copy the other party, trustee (if applicable), and the U.S. trustee. The email should state the parties have agreed to vacate the hearing.

Respectfully submitted,

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| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Attorney for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Attorney for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
|  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Attorney for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

So ORDERED on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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|  | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Judge, United States Bankruptcy Court |