UNITED STATES DISTRICT COURT

EASTERN DISTRICT OF TEXAS

SHERMAN DIVISION

|  |  |  |
| --- | --- | --- |
| [PLAINTIFF]v.[DEFENDANT] | §§§§§§ | CIVIL NO. [Number] |

**Joint Final Pre-Trial Order**

1. Counsel for the Parties

Plaintiff(s):

Defendant(s):

1. Statement of Jurisdiction

[Include a brief statement explaining the basis for this Court’s jurisdiction in this matter. Also include whether any party disputes jurisdiction.]

1. Nature of the Action

[Include a brief summary of the cause(s) of action and the relief sought.]

1. Contentions of the Parties

[Include a brief statement of each party on the claims and issues to be tried. These should be in a form suitable to be read to the jury.]

1. Stipulations and Uncontested Facts

[Include any relevant facts that are not in dispute.]

1. Contested Issues of Fact and Law

[Include relevant facts in dispute to be presented to the jury and disputed issues of law remaining for the Court to decide.]

1. Pending Motions

[List all motions that remain pending.]

1. Probable Length of Trial

The trial is expected to last \_\_\_ days.

1. Trial Management Procedures

[The parties should include any agreed-upon trial procedures for managing demonstratives, witnesses, and exhibits. The parties should specifically consider and identify (1) what constitutes a “demonstrative” and agreed-upon deadlines for exchanging demonstratives for direct or cross; (2) agreed-upon deadlines for identifying witnesses to be called, whether in person or by deposition; (3) agreed-upon deadlines for identifying exhibits to be used during trial; (4) a conference procedure to address disputes arising from the aforementioned disclosures; (5) and any other trial management procedure.]

1. Witness Lists

[Each party’s witness list should be attached as an exhibit to the pre-trial order. Witness lists should identify any witness to be presented by deposition.]

1. Deposition Designations

[Each party’s deposition designations should be attached as an exhibit to the pre-trial order.]

1. Exhibit Lists

[Each party’s exhibit list should be attached as an exhibit to the pre-trial order.]

1. Certifications

The undersigned counsel for each of the parties in this action hereby certify and acknowledge the following:

(1) Full and complete disclosure has been made in accordance with the Federal Rules of Civil Procedure and the Court’s orders;

(2) Discovery limitations set forth in the Federal Rules of Civil Procedure, the Local Rules, and the Court’s orders have been complied with;

(3) Each exhibit in the List of Exhibits herein:

(a) is in existence;

(b) is numbered; and

(c) has been disclosed and shown to opposing counsel.