

IN THE UNITED STATES DISTRICT COURT  
FOR THE EASTERN DISTRICT OF TEXAS  
\_\_\_\_\_ DIVISION

\_\_\_\_\_  
Plaintiff(s) §  
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v. § CASE NUMBER:  
§ JUDGE MICHAEL TRUNCAL  
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§  
Defendant(s) §

**JOINT FINAL PRE-TRIAL ORDER**

This cause came before the Court at a pre-trial management conference held on \_\_\_\_\_, 20 \_\_\_\_, pursuant to Federal Rule of Civil Procedure 16.

**A. COUNSEL FOR THE PARTIES**

Plaintiff(s):

Defendant(s):

**B. STATEMENT OF JURISDICTION**

Jurisdiction is (not) disputed.

(e.g., “Jurisdiction in this case is based on diversity of citizenship under Title 28 U.S.C. §1332;” “Jurisdiction in this case is based on Title 28 U.S.C. §1331 in that the plaintiff brings this action under Title 26 U.S.C. § 216, the Fair Labor Standards Act.”)

**C. NATURE OF ACTION**

(e.g., “This is an employment discrimination case wherein the plaintiff seeks damages for lost wages after he was fired from his job. The plaintiff contends his termination was based on his race, and the defendant contends that it was based on poor job performance.)

**D. CONTENTIONS OF THE PARTIES**

The contentions of each party on those claims and issues approved for trial at the management conference shall be succinctly stated in a form suitable to be read to the jury.

**E. STIPULATIONS AND UNCONTESTED FACTS**

**F. CONTESTED ISSUES OF FACT AND LAW**

**G. LIST OF WITNESSES**

Each party shall set forth a separate list of witnesses who (1) will be called to testify at trial; (2) may be called to testify at trial, and (3) may be presented by deposition testimony at trial. Those portions of the depositions that may be offered into evidence at trial shall be listed by page and line number.

**H. LIST OF EXHIBITS**

Counsel should fill out and submit to the Court an exhibit list containing the information in the form available on the Court's website, located at [www.txed.ucourts.gov](http://www.txed.ucourts.gov).

**I. PENDING MOTIONS**

**J. PROBABLE LENGTH OF TRIAL**

The probable length of trial is \_\_\_\_ day(s).

**K. LIMITATIONS**

The parties shall set forth any limitations agreed upon or ordered by the Court at or after the management conference, such as a time limit on the length of trial, limitations on the number of experts a party may call, limitations on the length of video depositions, the use of deposition summaries, etc.

**L. CERTIFICATIONS**

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

- a. Full and complete disclosure has been made in accordance with the Federal Rules of Civil Procedure and the Court's orders;
- b. Discovery limitations set forth in the Federal Rules of Civil Procedure, the Local Rules, and the Court's orders have been complied with;
- c. Each exhibit in the List of Exhibits herein:
  - i. is in existence;
  - ii. is numbered; and
  - iii. has been disclosed and shown to opposing counsel.

Attorney(s) for Plaintiff(s): \_\_\_\_\_

Attorney(s) for Defendant(s): \_\_\_\_\_

(Note: An attorney of record may sign and certify this order on behalf of opposing counsel “with permission.”)

This Joint Pre-Trial Order is hereby approved this \_\_\_\_\_ day of [month], [year].

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United States District Judge

(Note: Where additional parties are joined or intervene pursuant to Rules 14, 19 and 24 of the Federal Rules of Civil Procedure, the style of the case and the various sections of the pre-trial order should be modified to reflect the additional parties and information pertaining to them.)