

IN THE DISTRICT COURT FOR THE STATE OF ALASKA
AT ANCHORAGE

vs. Plaintiff(s),)
)
) CASE NO. _____
)
)
 Defendant(s).)
)
)
)
)
)

**DISTRICT COURT REPORT OF
PARTIES' PLANNING MEETING
AND ORDER**

All parties are required to meet in good faith to agree on a discovery plan and file this report within 10 days after their meeting.

Pretrial Scheduling Conference date: _____ Judge assigned: _____

1. The parties' planning meeting was held on _____.
2. **Initial Disclosures** required by Civil Rule 26(a)(1):
 have been exchanged
 will be exchanged by _____.
 Supplements, if any, are due at these intervals: _____
3. **Discovery Plan.** [If discovery is needed, describe subjects areas, deadlines, methods, and any limits.]

4. **Trial.**
 The case will be ready for trial by _____. Trial is anticipated to last for _____ days. Jury trial requested not requested.
 Trial cannot be scheduled now because:

5. **Parties' Proposed Pretrial Deadlines:**
 AMENDMENTS TO PLEADINGS: Motions to add parties, amend pleadings, or specifically identify or join potentially responsible persons under AS 09.17.080 must be filed at least 60 days before trial. **MOTION MATTERS:** Motions not related to discovery must be completed at least 20 days before trial. **DISCOVERY:** All discovery must be completed at least 20 days prior to trial. **WITNESS LISTS:** At least 40 days before trial, the parties shall file, and serve the opposing party, with a list of witness names and current addresses for all witnesses the parties actually intend to call to testify at trial. **EXPERT WITNESSES AND REPORTS:** Parties shall disclose expert witness names and reports 60 days before trial. Civil Rule 26(a)(2). **EXHIBITS:** Exhibits will be handled in accordance with Civil Rule 43.1 and Administrative Bulletin 9. **ALL EXHIBITS, A TRIAL BRIEF** covering any issues of law to be determined by the court, and **PROPOSED JURY INSTRUCTIONS** must be filed and served no later than 10 days before trial.
 The above deadlines are amended as follows:

6. **Settlement.** The parties discussed possibilities for prompt resolution of the case through alternative dispute resolution and the parties request:
 settlement conference mediation appointment
7. **Pretrial Scheduling Conference.** The parties waive do not waive a conference with the court before entry of the scheduling order. [The court may hold a pretrial scheduling conference notwithstanding the parties' waiver. Parties should plan to attend the conference unless otherwise notified by the court.]
8. **Other Orders.** [List other orders that should be entered by the court under Civil Rules 26(c), 16(b), or 16(c), concerning protective orders and pretrial orders.]

Signature: _____
 Print Name: _____
 Representing: _____
 Date Signed: _____

Signature: _____
 Print Name: _____
 Representing: _____
 Date Signed: _____

Signature: _____
 Print Name: _____
 Representing: _____
 Date Signed: _____

Signature: _____
 Print Name: _____
 Representing: _____
 Date Signed: _____

ORDER

The District Court Report of Parties' Planning Meeting is:

- Approved, and the pretrial deadlines provided therein are ordered to be in effect.
 Amended as follows (or as marked below):

The Pretrial Scheduling Conference:

- Remains as scheduled.
 is VACATED.
 is rescheduled to _____ at _____ am pm.

Trial:

- Case is not ready for calendar call.
 Parties must be ready for trial and appear at calendar call on _____ at _____ am pm. At that time the court will set the actual time within the week when trial will commence. The trial judge will be _____.

 Date

 Signature of District Court Judge

I certify that on _____ a copy of this Order was sent to the following (list names):

 Print Name

Clerk: _____