

IN RE: ALL FAMILY DIVISION CASES

The purpose of this order is to ensure the orderly and efficient conduct of trials heard in the Family Division.

A. Prior to the Trial Conference, the attorneys for all the parties and the unrepresented parties shall meet either in person, by telephone, or as otherwise ordered by the Court. At such meeting, they shall:

- It shall be the continuing duty of all of the parties and attorneys to meet, respond and cooperate to fulfill the terms of this Order.

B. At the Trial Conference each party shall be represented by the attorney who will be representing him or her in the trial of the case, unless otherwise permitted by court order. All the parties and attorneys must attend the Trial Conference. Any attorney having a pending fee petition must also attend the conference.

C. On the date of the trial conference, counsel shall be present in court at 9:00 a.m. prepared to tender the following to all counsel and the Court:

1. Copies of all pre-marked, trial exhibits in a tabbed, three ring binder; the effective pleadings shall also be included;
2. An exhibit list at the front of the binder describing the exhibit with columns labeled, "Offered", "Admitted", and "Refused";
3. All stipulations;
4. All preliminary motions and Motions *in Limine*;
5. A witness list;
6. The jointly prepared settlement conference memorandum (Form #171-248).

D. The copies in the exhibit binder given to the Court are for the Court's use during trial. Counsel shall have a separate set of exhibits to be offered into evidence and made part of the court record. This requirement may only be waived by permission of the Judge.

E. The parties shall stipulate as to any exhibits to which there are no objections, and such exhibits shall be admitted into evidence without the necessity of further foundation.

ENTERED: Presiding Judge

Dated this 24th day of October, 2016, at Waukegan, Illinois.