



**UNITED STATES DISTRICT COURT  
CENTRAL DISTRICT OF ILLINOIS**

CHAMBERS OF  
DAVID G. BERNTHAL  
MAGISTRATE JUDGE

338 U.S. COURTHOUSE  
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March 25, 2014

**M E M O R A N D U M**

**TO:** Counsel Practicing in CD/IL (Urbana Division Only)

**FROM:** David G. Bernthal  
U.S. Magistrate Judge

**RE:** SUGGESTED FORM FOR *PROPOSED DISCOVERY PLAN*

Pursuant to this Court's standard order setting Rule 16 hearings, the parties are directed to conduct a meeting pursuant to Federal Rule of Civil Procedure 26(f) at least 21 days before the scheduling conference is held. The parties are directed to develop a proposed discovery plan which shall be submitted to the Court not less than fourteen (14) days prior to the scheduling conference.

We have had several inquiries about this Court's preference for the form in which proposed discovery plans are submitted. Therefore, we have prepared the following sample to guide attorneys in preparing their proposed plan for submission to the Court. It is not mandatory that the proposed plan be followed; the sample is offered only as a guide.

**UNITED STATES DISTRICT COURT  
CENTRAL DISTRICT OF ILLINOIS  
Urbana Division**

	)	
	)	
<b>Plaintiff,</b>	)	
<b>v.</b>	)	<b>Case No.</b>
	)	
	)	
<b>Defendant.</b>	)	

**REPORT OF RULE 26(f) PLANNING MEETING**

Plaintiff being represented by \_\_\_\_\_ and Defendant being represented by \_\_\_\_\_, counsel met on \_\_\_\_\_ for the purpose of formulating a proposed discovery calendar for consideration by the Court. The following are dates<sup>1</sup> upon which counsel have agreed.

1. Parties will exchange initial disclosures pursuant to FED. R. CIV. P. 26(a)(1) by \_\_\_\_\_.
2. The deadline for amendment of pleadings is \_\_\_\_\_.
3. The deadline for joining additional parties is \_\_\_\_\_.
4. Plaintiff shall disclose experts and provide expert reports by \_\_\_\_\_.  
Plaintiff shall make any such experts available for deposition by \_\_\_\_\_.
5. Defendant shall disclose experts and provide expert reports by \_\_\_\_\_.  
Defendant shall make any such experts available for deposition by \_\_\_\_\_.
6. Discovery shall be modified as follows:  
  
(Use this space to add additional discovery limitations or deadlines.)
7. All discovery, including deposition of experts, is to be completed by \_\_\_\_\_.
8. The deadline for filing case dispositive motions shall be \_\_\_\_\_.

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<sup>1</sup> See Section III of this Court's Rule 16 memo (also displayed on this website) for suggested time frames.

9. If applicable, insert here any provisions for disclosure or discovery or electronically stored information and/or any agreements the parties reach for asserting claims of privilege or of protection as trial preparation materials after production.

\_\_\_\_\_, Plaintiff

\_\_\_\_\_, Defendant

BY: \_\_\_\_\_  
Attorney's Name, Firm, etc.

BY: \_\_\_\_\_  
Attorney's Name, Firm, etc.

### **CERTIFICATE OF SERVICE**

I hereby certify that on \_\_\_\_\_, I electronically filed the foregoing Rule 26(f) Meeting Report together with proposed order, with the Clerk of the Court using the CM/ECF system which will send notification of such filing to the following:

and I hereby certify that I have mailed by United States Postal Service the document to the following non CM/ECF participants:

\_\_\_\_\_  
s/ (attorney's typed names)  
Attorney's Address Block