

**IN THE UNITED STATES DISTRICT COURT
CENTRAL DISTRICT OF ILLINOIS
SPRINGFIELD DIVISION**

**STANDING ORDER ON FORMATTING
OF PROPOSED ORDERS**

SUE E. MYERSCOUGH, U.S. District Judge.

22-mc-3006

- 1) All proposed orders submitted to Judge Myerscough, in both civil and criminal cases, should use 14-point Bookman Old Style font.
- 2) Proposed orders should be double-spaced, except that block quotations should be single-spaced.
- 3) The body text of a proposed order should be left-justified rather than fully justified across the page.
- 4) Every sentence-ending punctuation mark in a proposed order should be followed by two spaces rather than one.
- 5) Proposed orders should not include italicized text. Instead, case names, citation signals, and any other text that would otherwise be italicized should be underlined.
- 6) Page numbers should be included in the bottom margin on every page of a proposed order, including page 1. The format of page numbers should be "Page X of Y".

- 7) Pursuant to Judge Myerscough's standing order on default judgments, every motion for default judgment submitted to Judge Myerscough must include a proposed order that complies with the requirements set forth in this standing order.

ENTERED: July 25, 2022

FOR THE COURT:

/s/ Sue E. Myerscough _____
SUE E. MYERSCOUGH
UNITED STATES DISTRICT JUDGE