

UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF MICHIGAN
SOUTHERN DIVISION

_____, Plaintiff, v. _____, Defendant.	Case No. Honorable Laurie J. Michelson Magistrate Judge
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**SCHEDULING ORDER FOR PLAINTIFF'S
MOTION FOR PRELIMINARY INJUNCTION**

On _____, Plaintiff filed a motion for preliminary injunction. On _____, this Court held a telephone conference with all counsel to discuss the schedule and procedures for resolving Plaintiff's motion. In view of that discussion, the Court issues the following schedule and associated procedures:

Event	Due Date
Defendant's Response	[5 days after telephone conference]
Meet and Confer (see below)	[2 days after Defendant's Response]
Submission of Pre-Hearing Materials (see below)	[2 days after Exchange of Draft Pre-Hearing Brief]
Preliminary Injunction Hearing	[2 days after Meet and Confer]

1. Meet and Confer

Not later than the corresponding date set forth above, counsel for all parties shall meet and confer, preferably in person, to discuss the following:

- (a) whether the parties can agree to a preliminary injunction of scope less than what Plaintiff has sought;
- (b) whether any facts or legal conclusions are agreed upon;
- (c) evidentiary issues, including any objections to the admissibility of any proposed exhibit or testimony to be offered at the hearing.

The meet and confer is intended to be substantive. The Court thus encourages the parties to exchange proposed findings of fact and conclusions of law (see below) prior to the meet and confer, such that each party has the opportunity to consider the precise language that it would be stipulating to at the meet and confer.

2. Submission of Pre-Hearing Materials

Not later than the corresponding date set forth above, counsel must

- (a) File a “Joint Exhibit and Witness List” which lists all exhibits that the parties intend to introduce at the hearing and all witnesses the parties intend to call at the hearing. For each identified witness, the Joint Exhibit and Witness List must indicate whether the witness “will” be called or “may” be called at the hearing, the witness’s likely testimony (one or two sentences), an estimate of the time needed for direct and cross examination of the witness, and any significant objection to the witness’s testimony. For each exhibit the admission of which is not agreed to by the parties, the Joint Exhibit and Witness List must briefly state the basis for objection.
- (b) Provide the Court with a “Joint Exhibit Book” containing a copy of all proposed exhibits (including any deposition transcripts or applicable

portions thereof) identified in the Joint Exhibit and Witness List. All exhibits must be marked by counsel prior to the preparation of the Joint Exhibit Book such that the copy in the Joint Exhibit Book is marked. The preferred method of marking is the traditional “Plaintiff’s Exhibit __” and “Defendant’s Exhibit __” in number order, but any clear method is acceptable (e.g., numbers and letters).

- (c) File a “Pre-Hearing Brief” containing separately numbered proposed findings of fact with citation to proposed exhibits (preferably citing to the Joint Exhibit Book) and separately numbered proposed conclusions of law.
- (d) File a joint statement concerning the suitability of hearing and trial under Federal Rule of Civil Procedure 65(a)(2).¹

3. The Preliminary Injunction Hearing

The Court has set aside ___ days for the preliminary injunction hearing. The hearing will begin on _____. The hearing will start at ___ a.m. each day and adjourn at ___ p.m. each day.

The Court will admit unobjected-to exhibits in the Joint Exhibit and Witness List at the start of the preliminary injunction hearing. The Court will determine the admissibility of objected-to exhibits and (objected-to testimony) prior to the start of the hearing or at the time a party seeks to introduce the objected-to evidence (or

¹ In a case where Plaintiff seeks a permanent injunction that is effectively an extension of the preliminary relief it seeks, counsel must discuss at the Meet and Confer, and then recommend to the Court in the Pre-Hearing Brief, the suitability of consolidating the preliminary injunction hearing with a trial for a permanent injunction. *See* Fed. R. Civ. P. 65(a)(1)(2).

testimony). Evidence not included in the Joint Exhibit and Witness List will not be admitted absent a showing of good cause for failing to include the evidence on the list. Counsel are required to keep track of all exhibits admitted during the hearing.

Example