# Preliminary Matters

1. The Federal Rules of Civil and Criminal Procedure, as well as the Local Rules for the Eastern District of Michigan control except as modified or expanded here.
2. The Court's staff is not permitted to advise parties, attorneys, or anyone else on motion practice. Anyone calling or emailing the Court will be directed to the federal rules, local rules, or these guidelines.
3. Stipulated orders are to be submitted in accordance with these guidelines. Stipulations that do not follow these guidelines may be summarily struck.
4. In the rare instance in which a party must contact the Court by phone or email, opposing counsel should always be included in the communication.