

**Local Bankruptcy Form 7016-1**

**Form 35. Report of Parties' Planning Meeting - Local Rule 7016-1(b)**

Attorney Submitting (Utah State Bar No.)  
Address  
Telephone No.  
Facsimile No. (Optional)  
E-Mail Address (Recommended)  
Attorney for

**IN THE UNITED STATES BANKRUPTCY COURT  
FOR THE DISTRICT OF UTAH**

In re:  Debtor(s). <hr style="width: 50%; margin: 5px auto;"/> Plaintiff(s),  vs Defendant(s).	Bankruptcy No.  Chapter  Adversary Proceeding No.  Hon. <u>(Judge's Name)</u>
---	---

**REPORT OF PARTIES' PLANNING MEETING**

1. Pursuant to Fed. R. Civ. P. 26(f), a meeting was held on (date) at (place)

and was attended by:

(name) for plaintiff(s) (party name)

(name) for plaintiff(s) (party name)

(name) for plaintiff(s) (party name)

2. **Pre-Discover Disclosures.** The parties [have exchanged] [will exchange by (date) ] the information required by Fed. R. Civ. P. 26(a)(1) and Local Rule 7016-1.

3. **Discovery Plan.** The parties jointly propose to the court the following discovery plan: [Use separate paragraphs or subparagraphs as necessary if parties disagree.]

- a. Discovery will be needed on the following subjects: (brief description of subjects on which discovery will be needed).
- b. Disclosure or discovery of electronically stored information should be handled as follows: (brief description of parties' proposals).
- c. The parties have agreed to an order regarding claims of privilege or of protection as trial-preparation material asserted after production, as follows: (brief description of provisions of proposed order).
- d. All discovery commenced in time to be completed by \_\_\_\_ (date). [Discovery on \_\_\_\_ (issue for early discovery) to be completed by \_\_\_\_ (date).]
- e. Maximum of \_\_\_\_ interrogatories by each party to any other party. [Responses due \_\_\_\_ days after service.]
- f. Maximum of \_\_\_\_ requests for admission by each party to any other party. [Response due \_\_\_\_ days after service.]
- g. Maximum of \_\_\_\_ depositions by plaintiff(s) and \_\_\_\_ by defendant(s).
- h. Each deposition [other than of \_\_\_\_] limited to maximum of \_\_\_\_ hours unless extended by agreement of parties.
- i. Reports from retained experts under Rule 26(a)(2) due:  
from plaintiff(s) by \_\_\_\_ (date)  
from defendant(s) by \_\_\_\_ (date)  
Supplementations under Rule 26(c) due \_\_\_\_ (time(s) or interval(s)) .

4. **Other Items.** [Use separate paragraphs or subparagraphs as necessary if parties disagree.]

- a. The parties [request] [do not request] a conference with the court before entry of the scheduling order.
- b. The parties request a pretrial conference in \_\_\_\_ (month and year) .

- c. Plaintiff(s) should be allowed until (date) to join additional parties and until (date) to amend the pleadings.
- d. Defendant(s) should be allowed until (date) to join additional parties and until (date) to amend the pleadings.
- e. All potentially dispositive motions should be filed by (date) .
- f. Settlement [is likely] [is unlikely] [cannot be evaluated prior to (date) ]  
[may be enhanced by use of the following alternative dispute resolution  
procedure: [ ]].
- g. Final lists of witnesses and exhibits under Rule 26(a)(3) should be due  
from plaintiff(s) by (date)  
From defendant(s) by (date)
- h. Parties should have \_\_\_\_days after service of final lists of witnesses and exhibits  
to list objections under Rule 26(a)(3).
- i. The case should be ready for trial by (date) [and at this time is expected  
to take approximately [length of time] .

5. **[Other matters.]**

Date: