

**IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS  
COUNTY DEPARTMENT, CHANCERY DIVISION**

PLAINTIFF(S),	)	
	)	
Plaintiff,	)	Case No. XX CH XXXXX
v.	)	Hon. Caroline K Moreland
	)	Judge Presiding
DEFENDANT(S),	)	Cal. 10
	)	
Defendants.	)	

**TRIAL ORDER**

This matter coming before the Court, IT IS HEREBY ORDERED:

1. A pre-trial conference is set for XX/XX/XXXX at XX:XX AM/PM.
2. This matter is set for trial on XX/XX/XXXX at XX:XX AM/PM.
3. Trial will proceed in-person at the Daley Center in Rm. 2302.
4. Motions to continue a trial must be made by written motion no less than 14 days before the trial was set to commence.
5. Parties shall prepare the following trial materials. These materials must be exchanged with opposing counsel and delivered to the Court at least seven (7) days prior to trial.
  - a. A bound, tabbed, and numbered exhibit list.
  - b. A witness list.
  - c. A statement of stipulation to facts, if applicable.
  - d. Copies of complete depositions if there are objections that require ruling.
  - e. A statement of disputes on requests to produce under Ill. Sup. Ct. R. 237.
  - f. A copy of all applicable Rule 213 disclosures.
  - g. Courtesy copies of motions *in limine*.
6. A party may choose to prepare a pre-trial memorandum. Any pre-trial memoranda must be provided to opposing counsel and the Court at least seven (7) days prior to trial.
7. Court reporters are required for all trials. It is the responsibility of the parties to ensure that a court reporter is present for each day of trial.
8. It is the responsibility of the parties to determine whether an interpreter is needed for any potential witnesses a party may call. If so, the party must provide one.

---

Hon. Caroline Kate Moreland  
No. 2033