

(Post. 08/21/13)

Guidelines for Filing Discovery and Pre-Trial Documents in Civil Cases

- Initial Disclosures pursuant to FRCvP 26(a)(1) are not to be filed.
- Expert Disclosures pursuant to FRCvP 26(a)(2) are not to be filed.
- Pretrial Disclosures pursuant to FRCvP 26(a)(3) are to be filed. (*See* Local Rule 26.2)

Item No.	Discovery Document	File ¹ (Yes/No)	Explanation
1.	Witness Lists pursuant to FRCvP 26(a)(3)(A)	Yes	FRCvP 26(a)(3)(A) permits filing with the Court. (<i>See</i> Local Rule 26.2)
2.	Exhibit Lists pursuant to FRCvP 26(a)(3)(A)	Yes	FRCvP 26(a)(3)(A) permits filing with the Court. (<i>See</i> Local Rule 26.2)
3.	Objection to Exhibit and, Witness Lists pursuant to FRCvP 26(a)(3)(B)	Yes	FRCvP 26(a)(3)(B) states that a party may serve and promptly file a list of objections. (<i>See</i> FRCvP 26(a)(3)(B))
4.	FRCvP Rule 26(f) Report	Yes	Local Rule 26.1 requires that the FRCvP 26(f) report be filed with the Court. (<i>See</i> Local Rule 26.1 for details of report).
5.	Requests for Production of Documents	No	FRCvP 5(d)(1) restricts filing.
6.	Interrogatories	No	FRCvP 5(d)(1) restricts filing.
7.	Answer to Interrogatories	No	FRCvP 5(d)(1). As a response to interrogatories, it “must not” be filed.
8.	Objections to Interrogatories	No	FRCvP 5(d)(1). As a “response to” interrogatories, it should not be filed.
9.	Requests for Admission	No	FRCvP 5(d)(1) restricts filing.
10.	Responses to Requests for Admission	No	FRCvP 5(d)(1). As a “response to” requests for admission, it should not be filed.
11.	Objections to Requests for Admission	No	FRCvP 5(d)(1). As a “response to” the requests for admission, it should not be filed.
12.	Notice of Deposition	No	FRCvP 5(d) advisory committee notes (2000 Amendment) states: “Discovery requests include deposition notices and discovery responses include objections.”

¹“Yes” denotes the filing of a document with the Clerk’s office electronically (via CM/ECF) or conventionally (in paper.)

13.	Depositions	No	FRCvP 5(d)(1) restricts filing.
14.	Objection to a Deposition	No	FRCvP 5(d) advisory committee notes (2000 Amendment) states: "Discovery requests include deposition notices and discovery responses include objections."
15.	Designation of Deposition	No	All judges agreed on June 18, 2009 that a designation of deposition should not be filed with the Court.
16.	Objection to Use of Deposition Designated by Another Party (FRCvP 32) pursuant to FRCvP 26(a)(3)(B).	Yes	FRCvP 26(a)(3)(B) states that a party may serve and promptly file a list of objections. (<i>See</i> FRCvP 26(a)(3)(B) for details)
17.	Objection to Admissibility of Material under FRCvP 26(a)(3)	Yes	FRCvP 26(a)(3)(B) states that a party may serve and promptly file a list of objections. (<i>See</i> FRCvP 26(a)(3)(B) for details)
18.	Request to Permit Entry on Land	No	FRCvP 5(d)(1) restricts filing.
19.	Proposed Findings of Fact and Conclusions of Law	No	Proposed Findings of Fact and Conclusions of Law shall be submitted to the Judge to whom the case is assigned, with copies served upon all other parties. (<i>See</i> Local Rule 5.5(f)) When received by the Clerk's office, the document will be receive stamped and forwarded to chambers.
20.	Response to Proposed Findings of Fact and Conclusions of Law	No	Response to Proposed Findings of Fact and Conclusions of Law shall be submitted to the Judge to whom the case is assigned, with copies served upon all other parties. When received by the Clerk's office, the document will be receive stamped and forwarded to chambers.
21.	Objection to Magistrate Judge's Proposed Finding of Fact and Conclusion of Law	Yes	FRCvP 72(b)(2) allows a party to file and serve written objections.
22.	Trial Briefs	No	Trial Briefs shall be submitted to the Judge to whom the case is assigned, with copies served upon all other parties. (<i>See</i> Local Rule 5.5(f)) When received by the Clerk's office, the document will be receive stamped and forwarded to chambers.

23.	Response to Trial Briefs	No	Response to Trial Briefs shall be submitted to the Judge to whom the case is assigned, with copies served upon all other parties. When received by the Clerk's office, the document will be receive stamped and forwarded to chambers.
24.	Proposed Jury Instructions	No	Proposed Jury Instructions shall be submitted to the Judge to whom the case is assigned, with copies served upon all other parties. (<i>See</i> Local Rule 5.5(f)) When received by the Clerk's office, the document will be receive stamped and forwarded to chambers.
25.	Response to Proposed Jury Instructions	No	Response to Proposed Jury Instructions shall be submitted to the Judge to whom the case is assigned, with copies served upon all other parties. When received by the Clerk's office, the document will be receive stamped and forwarded to chambers.