

**IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY
FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
CIVIL TRIAL DIVISION**

caption : *court term and number*

**COMMERCE PROGRAM
CASE MANAGEMENT ORDER**

TRACK

AND NOW, this day of , 200_, it is **ORDERED** that:

1. The case management and time standards adopted for the Commerce Program, " _____ track" cases shall apply and are incorporated.
2. All discovery shall be completed no later than _____.
3. Plaintiff(s) shall identify and submit Curriculum Vitae and Expert Reports for all expert witnesses intended to testify at trial to all other parties not later than _____.
4. Defendant(s) and any additional defendant(s) shall identify and submit Curriculum Vitae and Expert Reports of all expert witnesses intended to testify at trial to all other parties not later than _____.
5. All Pretrial Motions (other than Motions in Limine) shall be filed not later than _____.
6. A settlement conference may be scheduled at any time after _____. On or before that date all parties shall serve on all opposing counsel or pro se parties and file a Settlement Memorandum containing the following:
 - (a) The plaintiff(s) shall provide a concise statement of the theory of the case. The defendant(s) and additional defendant(s) shall provide a concise statement as to the nature of the defense.
 - (b) A statement by the plaintiff(s) itemizing all damages sought by categories and amounts.

- (c) Defendant(s) and additional defendant(s) shall identify all applicable insurance carriers, together with corresponding limits of liability.
7. A Pretrial Conference may be scheduled at any time after _____. Fifteen days prior to the Pretrial Conference, all parties shall file and serve on all opposing counsel or pro se parties a Pretrial Statement containing the following:
- (a) The plaintiff(s) shall provide a concise statement of the theory of the case. The defendant(s) and additional defendant(s) shall provide a concise statement as to the nature of the defense;
 - (b) A list of all witnesses who may be called to testify at trial by name and address. Counsel should expect witnesses not listed to be precluded from testifying at trial;
 - (c) A list of all exhibits the party intends to offer into evidence. All exhibits shall be numbered and exchanged among counsel prior to the Conference. Counsel should expect any exhibit not listed to be precluded at trial;
 - (d) Plaintiff(s) shall itemize all damages claimed by category and amount;
 - (e) Defendant(s) and all additional defendant(s) shall state a position regarding the damages claimed and identify all applicable insurance carriers, together with applicable limits of liability; and
 - (f) An estimate of the anticipated length of trial.
8. It is expected that the case will be ready for trial _____, which is the earliest trial date pursuant to Pa. R.C.P. 212.1, and counsel should anticipate trial to begin expeditiously thereafter.
9. All counsel are under a continuing obligation, and hereby **ORDERED** to serve a copy of this Order upon all unrepresented parties and upon all counsel entering an appearance subsequent to the entry of this Order.

BY THE COURT:
