

**STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE 17TH JUDICIAL CIRCUIT**

_____ COUNTY, ILLINOIS

_____)		
_____)		
_____)		
Plaintiff)		
		NO. _____
Vs.)		
_____)		
Defendant)		

PRETRIAL SETTLEMENT CONFERENCE ORDER

The Court having examined the record in this case finds that it is necessary for the orderly administration of justice to hold a pretrial conference, and therefore, IT IS HEREBY ORDERED:

1. That a pretrial conference, pursuant to Illinois Supreme Court Rule 218, be held with all attorneys of record appearing with or without the parties as the Court directs, on _____, 20____, at _____ o'clock _____ in the Court Chambers of Judge _____, _____ floor, Winnebago County Courthouse. Pro se parties shall appear, as required by attorneys of record.

2. That a Pretrial Memorandum, pursuant to the 17th Judicial Circuit of Winnebago County Rule 11.02(b) and Illinois Supreme Court Rule 218, shall be provided to, delivered or mailed to all attorneys of record and pro se parties in the action, completed jointly and filed with the Winnebago County Circuit Clerk's Office not less than seven (7) days before the date of the pretrial conference.

3. That failure of counsel of parties to attend and participate in the pretrial conference as directed by the court, may result in sanctions as provided by Illinois Supreme Court Rule 219(c).

4. That notice of this Order shall be given to counsel as provided by law, and proof of notice entered on the record.

ENTER: _____

JUDGE