

EX PARTE SETTLEMENT CONFERENCE SUMMARY

CAPTION: _____

DISTRICT COURT JUDGE: _____ JURY / NONJURY
(Circle One)

CLAIMS: _____

DEFENSES: _____

RELIEF AVAILABLE UNDER APPLICABLE LAW (WITH APPROPRIATE CITATION):

SUMMARY OF ACTUAL DAMAGES: _____

COUNSEL ATTENDING SETTLEMENT CONFERENCE: PLAINTIFF/DEFENDANT
(Circle One)

Name: _____

Address: _____

Phone & email: _____

Client: _____

Name: _____

Address: _____

Phone & email: _____

Client: _____

CLIENT(S) AND/OR CLIENT REPRESENTATIVE(S) ATTENDING SETTLEMENT CONFERENCE:

MOTIONS PENDING:

OTHER RELEVANT MATTERS YOU WISH TO BRING TO THE COURT'S ATTENTION:

PRIOR OFFERS / DEMANDS:

ATTACH SYNOPSIS OF CASE (LIMITED TO 3 PAGES)