

PRELIMINARY CONFERENCE ORDER

Pursuant to Part 202 of the Uniform Civil
Rules for the Supreme Court

Plaintiff(s),

- against -

Defendant(s),

HON. _____
Preliminary Conference Part
Index Number _____
Conference Date _____

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APPEARANCES: *Plaintiff:* _____
 Firm: _____
 By Attorney: _____ Phone: _____
 Carrier: _____ Phone: _____ Coverage Amount: _____

Defendant 1: _____
 Firm: _____
 By Attorney: _____ Phone: _____
 Carrier: _____ Phone: _____ Coverage Amount: _____

Defendant 2: _____
 Firm: _____
 By Attorney: _____ Phone: _____
 Carrier: _____ Phone: _____ Coverage Amount: _____

Defendant 3: _____
 Firm: _____
 By Attorney: _____ Phone: _____
 Carrier: _____ Phone: _____ Coverage Amount: _____

- I INSURANCE COVERAGE:** To be furnished within ____ days.
- II BILL OF PARTICULARS:**
- 1. Not submitted: Bill of Particulars to be served by _____
 - 2. Served: 2(a). Satisfactory 2(b). Unsatisfactory
 - 3. Supplemental bill of particulars to be served _____
 - 4. Bill of particulars for affirmative defenses to be served _____
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- III MEDICAL REPORTS AND HOSPITAL AUTHORIZATIONS:**
- 1. Furnished (Except: _____)
 - 2. Medical reports or authorizations for records to be served
 - 3. Hospital authorizations to be served _____
-
- IV PHYSICAL EXAMINATION:**
- 1(a). Held 1(b) Waived
 - 1(c). Examination of _____
 To be held _____
 Defendant to designate physician(s) within 21 days of plaintiff's EBT
 - 2(a). Physician's report furnished
 - 2(b). Copy of physician's report to be furnished to plaintiff
 within ____ days of examination.

V **EXAMINATION BEFORE TRIAL:** 1. Plaintiff Defendants All parties
2. To be held at _____
Date: _____ Time: _____
3. Held (Except: _____) Waived

VI **OTHER DISCLOSURE:** 1. None
2. All parties to exchange names and addresses of all witnesses, opposing parties' statements, and photographs. If none, an affirmation to that effect shall be exchanged.
3. Authorizations for plaintiff's employment records (IRS) including W-2 for period _____

4. _____

5. To be completed within _____

VII **IMPLEADER ACTIONS:** 1(a). None 1(b). To be commenced ____ days after all EBT's.

VIII **DESIGNATED FOR TRANSFER:** 1(a). CPLR 325 (c)
1(b). CPLR 325 (d)

IX **ADDITIONAL DIRECTIVES:** See attached page for additional directives

X **ALL PARTIES:** Are directed to complete discovery on or before _____,
and appear for a compliance conference on _____.

Any statutory stays of disclosure due the pendency of motions pursuant to CPLR 3211, 3212 and 3213 are vacated.

Counsel will be required to justify, at the Compliance Conference, failure to adhere to the discovery schedule set forth herein.

In the event of non-compliance, costs or other sanctions may be imposed.

This constitutes the decision and order of this court.

Dated: _____ Enter: _____
J.S.C.

Parties must adhere to all dates contained herein relating to the completion of items in this order. Counsel may not enter into any adjournments without further order of this court.