

## Commercial Division Case Information Statement

This statement shall be prepared by the party requesting the preliminary conference and submitted – on notice to the opposing party or parties - concurrently with the RJI for cases already assigned to Justice Doyle, or within seven (7) days of notification from chambers that the case has been assigned to Justice Doyle and the conference has been scheduled. The opposing party or parties shall complete the relevant information below not already completed and submit at least two (2) days in advance of the scheduled conference. DO NOT e-file the statement; please email to [clerkins@nycourts.gov](mailto:clerkins@nycourts.gov).

**Plaintiffs/ Petitioners:**

**Defendants/ Respondents:**

**Third-Party Plaintiffs:**

**Third-Party Defendants:**

**Index No.:**

**Date Action Commenced:**

**Brief Description of Plaintiff's Claims and Damages:**

*(to be completed by Plaintiff- please include a list of the causes of action. Should violations of any laws or regulations be alleged in the complaint or petition, please list those as well.)*

**Brief Description of Defendant's Defenses and any Counterclaims:**

*(to be completed by Defendant(s)- please include a list of any counterclaims. Should any laws or regulations be alleged in the answer, please list those as well.)*

**Plaintiff's Last Demand:**  
(if previously made)

**Defendant's Last Offer:**  
(if previously made)

**Discovery Completed to date:**

**I have discussed with my client any Alternative Dispute Resolution options available through the Commercial Division and those offered by private entities. My client:**

presently wishes to jointly engage a mediator at an appropriate time to aid settlement.

does not presently wish to jointly engage a mediator at an appropriate time to aid settlement.

**Submitted by:**

**Date:**