

**IN THE CIRCUIT COURT OF COOK COUNTY  
COUNTY DEPARTMENT – CHANCERY DIVISION**

Plaintiff/Petitioner	)	
v.	)	Case No. _____
	)	Consolidated with Case No. _____
	)	Judge Thaddeus L. Wilson
	)	Calendar 1
Defendant/Respondent	)	

**SETTLEMENT CONFERENCE ORDER**

IT IS HEREBY ORDERED:

1. Generally, the Court encourages all parties to explore and negotiate settlements of their cases amongst themselves. However, if the Court can assist parties in their settlement negotiations at any stage, it stands ready to do so.
2. A court-assisted settlement conference is set to proceed in this matter on \_\_\_\_\_ at \_\_\_\_\_.
3. This court-assisted settlement conference was set at the request of the parties and shall proceed in the same manner as a mediation session.
4. The Court has informed the parties that they may also seek the assistance of another judge in the Chancery Division unrelated to the case to conduct the settlement conference and that the Court would attempt to secure another judge for that purpose, but such participation was contingent upon another judge being available and willing to do so.
5. The parties also understand that they can agree to submit the matter to an outside mediator/mediation service at their own expense.
6. The parties have indicated that they wish for this Court to conduct the settlement conference rather than an outside judge or mediator.
7. Pursuant to the parties' agreement, anything done or said at the settlement conference shall not serve as the basis for any motion for substitution of judge pursuant to 735 ILCS 5/2-1001(a)(2) and/or (a)(3), and such right is expressly waived.
8. Each party and counsel agree to participate in the settlement conference in good faith.
9. The parties understand that the Court as mediator assists and guides the parties toward their own resolution. During the settlement conference, the Court does not decide the outcome, but helps the parties understand and eliminate the obstacles to communication and focus on the important issues needed to reach a resolution. In other words, the Court only acts as a neutral who assists the parties to arrive at a settlement.
10. The parties agree that nothing said or done in the settlement discussions shall serve as substantive evidence in the case.

Judge Thaddeus L Wilson Settlement Conference Order

11. Parties, clients, adjusters, officers, counsel, or other persons with ultimate settlement authority are REQUIRED to attend the settlement conference unless excused by the Court.
12. Each party shall provide the opposing side a Settlement Conference Memorandum no later than \_\_\_\_\_ (*normally at least 7 days prior to the settlement conference*).
13. A Joint Settlement Conference Memorandum is also acceptable if the parties agree as to its content.
14. A courtesy copy of the Settlement Conference Memorandum shall also be provided to the Court by emailing a copy to [ccc.chancerycalendar1@cookcountyil.gov](mailto:ccc.chancerycalendar1@cookcountyil.gov) no later than \_\_\_\_\_ (*normally no less than 5 days prior to the settlement conference*). The document must be in pdf file format, unless otherwise authorized by the Court.
15. **The Settlement Conference Memorandum SHALL NOT be filed of record with the Clerk's Office.**
16. The Settlement Conference Memorandum should include: (1) a statement of the case; (2) an outline of the causes of action, defenses, and counterclaims; (3) a statement of the legal and factual issues presented; (4) the relief sought, including damages, and the legal basis therefor; and (5) the status of any settlement negotiations to date.
17. Failure to timely submit the Settlement Conference Memorandum in advance of the settlement conference may result in the striking of the settlement conference date.
18. If any party subsequently decide not to participate in the settlement conference, they should promptly notify the Court and the opposing side at least 24 hours prior to set conference time or may be subject to an assessment of costs and fees incurred by the opposing side due to the late termination.
19. Each individual party or authorized representative and their lead counsel must sign and email to the Court a copy of the provided *Acknowledgement and Agreement to Comply with Settlement Conference Order* by \_\_\_\_\_ (*normally at least 14 days prior to the settlement conference*) or the conference may be cancelled by the Court for failure to comply.

ENTERED:

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Judge Thaddeus L. Wilson