

IN THE CIRCUIT COURT OF COOK COUNTY, ILLINOIS
COUNTY DEPARTMENT - LAW DIVISION
JUDGE EDWARD HARMENING
STANDING ORDER
COURTROOM 2606
(312) 603-4206

I. TRIALS

A. Documents Required Upon Assignment

1. Short statement of the case to be read to the jury in voir dire, including how long the trial will last.
2. Witness list to be read to the jury.
3. Motions in limine.
4. Jury Instructions 2 sets:
 - i. One with IPI numbering and citations.
 - ii. One without IPI numbering or citations for the Jury.

B. Procedure

1. Upon assignment to the Courtroom, the parties shall exchange motions in limine.
2. The parties are required to meet and confer with respect to their motions in limine.
3. Thereafter, the Court will address any outstanding contested motions.
4. Where appropriate, the attorneys shall advise the witnesses of rulings on the motions in limine to ensure compliance.
5. The Court also requires the parties to confer on objections contained within the evidence depositions PRIOR to such matters being raised in court.
6. Any exhibits introduced at trial will be retained by counsel unless otherwise stated.

II. MOTIONS

A. Motions heard Tuesday and Thursday at 9:45 am.

1. To schedule a motion, email the Court at EdwardHarmening@gmail.com with the suggested date. Copy all counsel of record on the email.
2. A courtesy copy of the motion should be delivered to chambers 2 days prior to presentment.
3. To withdraw a motion, the movant shall contact chambers at 312-603-4206.

B. Briefs

1. Opening and Response briefs may not exceed 15 pages. Reply briefs are limited to 10 pages.
2. Briefs in excess of 15 pages are not allowed unless the party receives leave of court.

III. PRETRIAL SETTLEMENT CONFERENCES

- A. To schedule a settlement conference, confer with opposing counsel and then email the Court at EdwardHarmening@gmail.com with 2 or 3 suggested dates. The case must be pending in the Law Division. Please include the case name and number. Copy all counsel of record.
- B. Once you have a confirmed date, a Pre-Trial Transfer Order must be entered in Courtroom 2005. Pretrial settlement submissions should be delivered to the Court at least 3 days prior to the conference.
- C. Parties are to agree whether or not the settlement submissions will be confidential. The Court has no preference in this regard.

Updated: December 4, 2019