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UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF CALIFORNIA

| | | |
|-------------------------|---|--------------------------------|
| CHARLES GILLIS, et al., |) | |
| |) | |
| Plaintiff(s), |) | No. C08-3871 RS (BZ) |
| |) | |
| v. |) | |
| |) | INITIAL DISCOVERY ORDER |
| CITY & COUNTY OF SAN |) | |
| FRANCISCO, et al., |) | |
| |) | |
| Defendant(s). |) | |
| _____ |) | |

All discovery in this matter has been referred to United States Magistrate Judge Bernard Zimmerman.

In the event a discovery dispute arises, the parties shall meet in person or, if counsel are outside the Bay Area, by telephone and make a good faith effort to resolve their dispute. Exchanging letters or telephone messages about the dispute is insufficient. The Court will not read subsequent positioning letters; parties shall instead make a contemporaneous record of their meeting using a tape recorder or a court reporter.

In the event they cannot resolve their dispute, the

1 parties must participate in a telephone conference with the
2 Court **before** filing any discovery motions or other papers.
3 The party seeking discovery shall request a conference in a
4 letter **filed electronically** not exceeding two pages (with no
5 attachments) which briefly explains the nature of the action
6 and the issues in dispute. Other parties **shall reply** in
7 similar fashion within **two days** of receiving the letter
8 requesting the conference. The Court will contact the parties
9 to schedule the conference.

10 After the conference with the Court, if filing papers is
11 deemed necessary, they should be filed **electronically** with the
12 Clerk's Office, with **one hard copy delivered directly to**
13 **Magistrate Judge Zimmerman's Chambers (Room 15-6688)**. A
14 chambers copy of all briefs shall be submitted on a diskette
15 formatted in WordPerfect or e-mailed to the following address:
16 **bzpo@cand.uscourts.gov**

17 Dated: February 23, 2011

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20 Bernard Zimmerman
21 United States Magistrate Judge

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