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Any request to reschedule the case management conference date must be made in writing and by stipulation, if possible, not less than ten (10) days before the conference date.
Good cause must be shown.

3. Unless proceeding prose, each party shall be represented at the case management conference by counsel with full and complete authority to address all of the matters referred to in (a) Federal Rules of Civil Procedure 16(c) and 26(f) and (b) the "Standing Order for All Judges of the Northern District of California – Contents of Joint Case Management Statement." Counsel must also have full and complete authority to enter stipulations and made admissions.

4. After the case management conference is concluded, an order will be entered setting dates for, *e.g.*, the close of discovery, hearing dispositive motions, the final pretrial conference, and trial. Other orders regulating and controlling future proceedings may also be entered (*e.g.*, orders setting further status conferences).

5. All documents filed with the Clerk of the Court shall list the civil case number followed only by the initials "EMC." A copy of all documents filed, whether electronically or manually, shall be submitted to the Clerk's Office in an envelope clearly marked with the case number and "EMC Chambers Copy" no later than noon on the next business day after the document is filed. The chambers copy must be three-hole punched on the left-hand side. Exhibits must be tabbed.

Plaintiff(s) shall serve copies of (a) this Order, (b) the "Standing Order for All
Judges of the Northern District of California – Contents of Joint Case Management Statement," (c)
this Court's "Civil Standing Order – General," and (d) this Court's "Civil Standing Order on
Discovery" at once upon all parties to the action, and upon those subsequently joined, in
accordance with the provisions of Federal Rules of Civil Procedure 4 and 5. In addition,
Plaintiff(s) shall file with the Clerk of the Court a certificate reflecting such service, in accordance
with Civil Local Rule 5-6(a).

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7. Failure to comply with this order, Federal Rules of Civil Procedure 16 and 26(f), and/or Civil Local Rule 16-10 may be grounds for sanctions. See Fed. R. Civ. P. 16(f). Plaintiff is directed to serve a copy of this Order upon all defendants. IT IS SO ORDERED. Dated: November 1, 2013 RD M. CHEN EDV United States District Judge