

1 discovery within the time allowed is not recognized as good cause.

2 If the trial date assigned to this matter creates an irreconcilable conflict, counsel must
3 notify Teri Roberts, the judicial assistant, at 206-370-8810 within 10 days of the date of this
4 Order and must set forth the exact nature of the conflict. A failure to do so will be deemed a
5 waiver. Counsel must be prepared to begin trial on the date scheduled, but it should be
6 understood that the trial may have to await the completion of other cases.

7 ALTERATIONS TO ELECTRONIC FILING PROCEDURES AND LOCAL RULES

8 Information and procedures for electronic filing can be found on the Western District of
9 Washington's website at www.wawd.uscourts.gov. *Pro se* litigants may file either
10 electronically or in paper form. The following alterations to the Electronic Filing Procedures
11 apply in all cases pending before Judge Lasnik:

12 – Alteration to LCR 10(e)(9) - Effective July 1, 2014, the Western District of
13 Washington will no longer accept courtesy copies in 3-ring binders. All courtesy copies must be
14 3-hole punched, tabbed, and bound by rubber bands or clips. If any courtesy copies are delivered
15 to the intake desk or chambers in 3-ring binders, the binders will be returned immediately. This
16 policy does **NOT** apply to the submission of trial exhibits.

17 – Alteration to Section III, Paragraph M of the Electronic Filing Procedures - Unless the
18 proposed order is stipulated, agreed, or otherwise uncontested, the parties need not e-mail a copy
19 of the order to the judge's e-mail address.

20 – Pursuant to LCR 10(e)(10), all references in the parties' filings to exhibits should be as
21 specific as possible (*i.e.*, the reference should cite the specific page numbers, paragraphs, line
22 numbers, etc.). All exhibits must be marked to designate testimony or evidence referred to in the
23 parties' filings. Filings that do not comply with LCR 10(e) may be rejected and/or returned to
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1 the filing party, particularly if a party submits lengthy deposition testimony without highlighting
2 or other required markings.

3 – Alteration to LCR 7(d)(4) - Any motion *in limine* must be filed by the date set forth
4 above and noted on the motion calendar no earlier than the second Friday thereafter. Any
5 response is due on or before the Wednesday before the noting date. Parties may file and serve
6 reply memoranda, not to exceed nine pages in length, on or before the noting date.

7 PRIVACY POLICY

8 Pursuant to Federal Rule of Civil Procedure 5.2 and LCR 5.2, parties must redact the
9 following information from documents and exhibits before they are filed with the court:

10 * Dates of Birth - redact to the year of birth

11 * Names of Minor Children - redact to the initials

12 * Social Security Numbers and Taxpayer Identification Numbers - redact in their entirety

13 * Financial Accounting Information - redact to the last four digits

14 * Passport Numbers and Driver License Numbers - redact in their entirety

15 All documents filed in the above-captioned matter must comply with Federal Rule of
16 Civil Procedure 5.2 and LCR 5.2.

17 COOPERATION

18 Counsel are directed to cooperate in preparing the final pretrial order in the format
19 required by LCR 16.1, except as ordered below.

20 TRIAL EXHIBITS

21 The original and one copy of the trial exhibits are to be delivered to chambers five days
22 before the trial date. Each exhibit shall be clearly marked. Exhibit tags are available in the
23 Clerk's Office. The Court hereby alters the LCR 16.1 procedure for numbering exhibits:
24 plaintiff's exhibits shall be numbered consecutively beginning with 1; defendant's exhibits shall

1 be numbered consecutively beginning with 500. Duplicate documents shall not be listed twice:
2 once a party has identified an exhibit in the pretrial order, any party may use it. Each set of
3 exhibits shall be submitted in a three-ring binder with appropriately numbered tabs.

4 SETTLEMENT

5 Should this case settle, counsel shall notify the Deputy Clerk, Kerry Simonds at 206-370-
6 8519, as soon as possible. Pursuant to LCR 11(b), an attorney who fails to give the Deputy
7 Clerk prompt notice of settlement may be subject to such discipline as the Court deems
8 appropriate.

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10 Dated this 19th day of October, 2017.

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12 Robert S. Lasnik
13 United States District Judge
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