

**THE STATE OF NEW HAMPSHIRE**  
**JUDICIAL BRANCH**  
<http://www.courts.state.nh.us>

Court Name: \_\_\_\_\_  
Case Name: \_\_\_\_\_  
Case Number: \_\_\_\_\_  
(if known)

**STRUCTURING CONFERENCE ORDER**

After a hearing held on \_\_\_\_\_, the parties agreed, and the court rules as follows:

1. The parties will complete interrogatories on or before \_\_\_\_\_
2. The parties will exchange witness lists, including expert witnesses, on or before \_\_\_\_\_
3. The parties will complete deposition of all parties, including expert witnesses, on or before \_\_\_\_\_
4. The parties will complete all discovery on or before \_\_\_\_\_
5. This matter is scheduled for mediation on \_\_\_\_\_ at \_\_\_\_\_, to be held at \_\_\_\_\_. Estimated length of mediation meeting: \_\_\_\_\_. Parties to the mediation are: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. This mediation has been ordered by the court. ☐ Yes ☐ No
7. This matter is scheduled for pre-trial on \_\_\_\_\_ at \_\_\_\_\_, to be held at \_\_\_\_\_. The parties shall file a Pre-Trial Statement (NHJB-2178-P) on or before the pre-trial.
8. This matter is scheduled for trial on \_\_\_\_\_ at \_\_\_\_\_, to be held at \_\_\_\_\_. Estimated length of trial: \_\_\_\_\_
9. Is record requested? ☐ Yes ☐ No
10. Memoranda of Law and Findings of Facts are to be filed five (5) days prior to the scheduled trial date.
11. Other issues to be acted upon by the court: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

With the exception of paragraph 5 above, no changes to the above schedule will be permitted except by ORDER OF THE COURT on written motion for good cause shown.

\_\_\_\_\_  
Counsel for Petitioner/Plaintiff

\_\_\_\_\_  
Counsel for Respondent/Defendant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judge