

STATE OF NORTH CAROLINA  
GUILFORD COUNTY

IN THE GENERAL COURT OF JUSTICE  
DISTRICT COURT DIVISION  
\_\_\_\_\_ CvD \_\_\_\_\_

\_\_\_\_\_  
PLAINTIFF  
  
VS.  
  
\_\_\_\_\_  
DEFENDANT

**PRETRIAL SCHEDULING ORDER**

This matter having been duly calendared for Pretrial Conference pursuant to the local rules of the 18th Judicial District on this date, and having discussed with the parties, or their counsel (or those who were present at the scheduled conference), the status of the case and the remaining steps necessary to bring this matter to a conclusion, the Court makes the following

**FINDINGS OF FACT:**

The following steps (indicated by a check mark in the space provided) remain to be done:

1.  Service of process has not been obtained;
2.  All required (permissive) pleadings have not been filed and served;
3.  Discovery is not complete; a period of \_\_\_\_ days is necessary and appropriate to complete same;
4.  The party initially praying for equitable distribution must serve their initial inventory affidavit;
5.  The responding party in equitable distribution must serve their responsive inventory affidavit;
6.  The parties have agreed that the ED Worksheet (Form 10)/Inventory Schedules (Form 11)(strike one) shall be used.
7.  The party initially praying for equitable distribution must serve their proposed pretrial order;
8.  The responding party in equitable distribution must respond to the proposed pretrial order;
9.  The equitable distribution pretrial order must be completed, signed and filed;
10.  The following property requires an expert appraisal which has not been completed:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
11.  Appraisals and valuations need to be completed; a period of \_\_\_\_ days is necessary and appropriate to complete same;
12.  The parties  can  cannot agree upon experts to conduct the appraisal.
13.  The parties request that the Court appoint an expert from the following list nominated by the parties:  
\_\_\_\_\_
14.  Settlement negotiations are proceeding; a period of \_\_\_\_ days is necessary and appropriate to complete same;
15.  There are no further issues remaining for determination by a court;
16.  Other: \_\_\_\_\_.

Based upon the foregoing Findings of Fact, the Court reaches the following

**CONCLUSIONS OF LAW:**

1. An Order setting time limits for the foregoing actions to be completed is necessary.

2. The time periods set forth herein are reasonable and necessary.

Based upon the foregoing Findings and Conclusions, it is, therefore,

**ORDERED:**

1. \_\_\_ This matter shall be **removed** from the Pretrial Calendar until service of process is obtained and a new Pretrial Conference calendar request is filed by the parties or the Case Manager.
2. \_\_\_ This matter shall be **removed** from the Pretrial Calendar until all responsive pleadings are served and a new Pretrial Conference calendar request is filed by the parties or Case Manager.
3. \_\_\_ All **discovery** shall be **completed** by both parties by \_\_\_\_\_, 20\_\_.
4. \_\_\_ All **appraisals** and **valuations** shall be **completed** and exchanged by \_\_\_\_\_, 20\_\_.
5. \_\_\_ The plaintiff/defendant shall serve the Equitable Distribution Inventory **Affidavit** on the opposing party by \_\_\_\_\_, 20\_\_.
6. \_\_\_ The defendant/plaintiff shall serve the **responsive** Equitable Distribution Inventory **Affidavit** on the opposing party by \_\_\_\_\_, 20\_\_.
7. \_\_\_ The parties shall use the ED **Worksheet** (Form 10) / ED **Inventory Schedules** in this case.
8. \_\_\_ The plaintiff/defendant shall serve the **initial proposed ED Pretrial Order** on the opposing party by \_\_\_\_\_, 20\_\_.
9. \_\_\_ The defendant/plaintiff shall serve **proposed amendments to the ED Pretrial Order** on the opposing party by \_\_\_\_\_, 20\_\_.
10. \_\_\_ This matter shall be the subject of a **further Pretrial Conference** set by [separate Continuance Order filed herewith] [calendar request filed by the parties or Case Manager].
11. \_\_\_ This matter is ready for hearing and is **set for trial** by [a separate Continuance Order filed herewith] [a new calendar request filed by the parties or Case Manager].
12. \_\_\_ A **Final Pretrial Conference** is set by [a separate Continuance Order filed herewith][calendar request filed by the parties or Case Manager].
13. \_\_\_ A separate **Consent Order/ Voluntary Dismissal** will be filed by Plaintiff/Defendant on or before \_\_\_\_\_, 20\_\_, and the file shall be closed.
14. \_\_\_ There are no issues remaining for decision by a court and **the file shall be closed**.

**Agreements between the parties to extensions of any deadlines or dates established herein shall be in writing and filed with the Clerk of Superior Court. Such agreements will not affect the Court Calendar. Any conference or hearing set on a court calendar can be removed or continued therefrom only by Order of the presiding judge resetting the matter for a future date, dismissing the action or closing the file pursuant to the applicable Civil Case Management Rules.**

This the \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
**District Court Judge Presiding**

PROOF OF SERVICE: I certify that I served a copy of the foregoing Order upon each attorney of record or party appearing pro se by delivery to the attorney's mailbox in the office of the Clerk of Superior Court or ordinary mail, postage prepaid on this date: \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Asst./Dep. Clerk of Superior Court