

**IN THE SUPERIOR COURT OF THE STATE OF WASHINGTON
IN AND FOR THE COUNTY OF KING**

<div style="text-align: right; padding-right: 20px;">Plaintiff(s),</div> <div style="text-align: right; padding-right: 20px;">Defendant(s)</div> <div style="text-align: center; padding-top: 20px;">vs.</div>	<div>NO.</div> <div>ORDER SETTING CIVIL CASE SCHEDULE</div> <div>ASSIGNED JUDGE: _____</div> <div>TRIAL DATE: _____ (*ORSCS)</div>
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A civil case has been filed in the King County Superior Court and will be managed by the Case Schedule on Page 3 as ordered by the King County Superior Court Presiding Judge.

I. NOTICES

NOTICE TO PLAINTIFF: The Plaintiff may serve a copy of this **Order Setting Case Schedule (Schedule)** on the Defendant(s) along with the **Summons and Complaint/Petition**. Otherwise, the Plaintiff shall serve the *Schedule* on the Defendant(s) within 10 days after the later of: (1) the filing of the **Summons and Complaint/Petition** or (2) service of the Defendant's first response to the **Complaint/Petition**, whether that response is a **Notice of Appearance**, a response, or a Civil Rule 12 (CR 12) motion. The **Schedule** may be served by regular mail, with proof of mailing to be filed promptly in the form required by Civil Rule 5 (CR 5).

"I understand that I am required to give a copy of these documents to all parties in this case."

Print Name		Sign Name
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I. NOTICES (continued)

NOTICE TO ALL PARTIES:

All attorneys and parties shall familiarize themselves with the King County Local Civil Rules [LCR] -- especially those referred to in this **Schedule**. For example, discovery must be undertaken promptly in order to comply with the deadlines for joining additional parties, claims, and defenses, for disclosing possible witnesses [See LCR 26], and for meeting the discovery cutoff date [See LCR 37(g)].

CROSSCLAIMS, COUNTERCLAIMS AND THIRD PARTY COMPLAINTS:

A filing fee of **\$230** must be paid when any answer that includes additional claims is filed in an existing case.

PENDING DUE DATES CANCELED BY FILING PAPERS THAT RESOLVE THE CASE:

It is the responsibility of the parties to 1) file dispositive documents within 45 days of the resolution of the case, and 2) as a courtesy, the parties should strike any pending motions by notifying the bailiff to the assigned judge.

Parties shall file dispositive documents or Notice of Settlement pursuant to LCR 41, and forward a courtesy copy to the assigned judge. If a final decree, judgment or order of dismissal of all parties and claims is not filed by 45 days after a Notice of Settlement, the case may be dismissed with notice.

The Superior Court Clerk is authorized by LCR 41(b)(2)(A) to present an **Order of Dismissal**, without additional notice, for **failure to appear at the scheduled Trial Date**.

NOTICES OF APPEARANCE OR WITHDRAWAL AND ADDRESS CHANGES:

All parties must inform the court and opposing parties of any change of address. For pro se' parties, see LCR 11. When a Notice of Appearance/Withdrawal or Notice of Change of Address is filed with the Superior Court Clerk's Office, parties must provide the assigned judge with a courtesy copy.

ARBITRATION FILING AND TRIAL DE NOVO POST ARBITRATION FEE:

A Statement of Arbitrability must be filed by the deadline on the schedule **if the case is subject to mandatory arbitration** and service of the original complaint and all answers to claims, counterclaims and cross-claims have been filed. Parties must obtain an order from the assigned judge transferring the case to arbitration, if deadline has passed. **Any party filing a Statement must pay a \$220 arbitration fee.** If a party seeks a trial de novo when an arbitration award is appealed, a fee of \$250 and the request for trial de novo must be filed with the Clerk's Office Cashiers.

NOTICE OF NON-COMPLIANCE FEES:

All parties will be assessed a fee authorized by King County Code 4.71.050 whenever the Superior Court Clerk must send notice of non-compliance of schedule requirements and/or LCR 41.

King County Local Rules are available for viewing at www.kingcounty.gov/courts/Clerk/.

II. CASE SCHEDULE

CASE EVENT	DEADLINE or EVENT DATE
Case Filed and Schedule Issued.	Filed Date
√ Last Day for Filing Statement of Arbitrability without a Showing of Good Cause for Late Filing [See <i>KCLMAR 2.1(a)</i> and <i>Notices on Page 2</i>]. \$220 arbitration fee must be paid	F+161
√ DEADLINE to file Confirmation of Joinder if not subject to Arbitration [See <i>LCR 4.2(a)</i> and <i>Notices on Page 2</i>].	F+161
DEADLINE for Hearing Motions to Change Case Assignment Area [See <i>LCR 82(e)</i>].	F+175
DEADLINE for Disclosure of Possible Primary Witnesses [See <i>LCR 26(b)</i>].	T-154
DEADLINE for Disclosure of Possible Additional Witnesses [See <i>LCR 26(b)</i>].	T-112
√ DEADLINE for Jury Demand [See <i>LCR 38(b)(2)</i>].	T-98
DEADLINE for a Change in Trial Date [See <i>LCR 40(d)(2)</i>].	T-98
DEADLINE for Discovery Cutoff [See <i>LCR 37(g)</i>].	T-49
DEADLINE for Engaging in Alternative Dispute Resolution [See <i>LCR 16(b)</i>].	T-28
DEADLINE : Exchange Witness & Exhibit Lists & Documentary Exhibits [See <i>LCR 4(j)</i>].	T-21
DEADLINE to file Joint Confirmation of Trial Readiness [See <i>LCR 16(a)(1)</i>].	T-21
DEADLINE for Hearing Dispositive Pretrial Motions [See <i>LCR 56; CR 56</i>].	T-14
Joint Statement of Evidence [See <i>LCR 4(k)</i>].	T-7
Trial Date [See <i>LCR 40</i>].	T (17.5 mo)

√ Indicates a document that must be filed with the Superior Court Clerk's Office by the date shown.

III. ORDER

Pursuant to King County Local Civil Rule 4 [LCR 4], IT IS ORDERED that the parties shall comply with the schedule listed above. Penalties, including but not limited to sanctions set forth in Local Rule 4(g) and Rule 37 of the Superior Court Civil Rules, may be imposed for non-compliance. It is FURTHER ORDERED that the party filing this action **must** serve this Order Setting Civil Case Schedule and attachment on all other parties.

DATED: _____

PRESIDING JUDGE