

**DISTRICT OF COLUMBIA COMMISSION ON HUMAN RIGHTS**

 **§**

**Complainant, §**

 **§**

**V. § DOCKET NO.**

 **§**

 **§**

**Respondent. §**

 **JOINT PRE HEARING STATEMENT**

**A. Certification of Meeting**

 On [DATE], counsel for the parties [met or conducted a telephone conference] and conferred in good faith regarding the matters set forth below.

**B. Parties and Counsel**

 Complainant: [Name]

 Complainant’s counsel: [Name], # [Bar No.]

 [Firm]

 [Address]

 [City, State, Zip]

 T[elephone]

 F[acsimile]

 [E-mail]

 Respondent: [Name]

 Respondent’s counsel: [Name], # [Bar No.]

 [Firm]

 [Address]

 [City, State, Zip]

 T[elephone]

 F[acsimile]

 [E-mail]

**C. Claims and Defenses**

Complainant’s Claims:

Respondent’s Claims/Defenses:

**D. Undisputed Facts/Stipulations**

**E. Disputed Facts**

**F. Requested Stipulations**

Complainant’s Requested Stipulations:

Respondent’s Requested Stipulations:

**G. Relief Sought**

By the Complainant:

By the Respondent:

**H. Pending Motions**

**I. Witnesses**

Complainant’s Witnesses:

Respondent’s Witnesses:

**J. Exhibits**

Stipulated Exhibits:

Complainant’s Proposed Exhibits:

Respondent’s Proposed Exhibits:

**K. Depositions** (If any)

By the Complainant:

 Complainant reserves the right to use the deposition testimony of the Respondent as substantive evidence and/or for impeachment.

By the Respondent:

 Respondent reserves the right to use the deposition testimony of the Complainant as substantive evidence and/or for impeachment.

**L. Pleadings and Discovery Responses** (If necessary)

 The parties reserve the right to use discovery responses as substantive evidence, for impeachment, and/or for rebuttal.

**M. Demonstrative and Physical Evidence** (If any)

By the Complainant:

By the Respondent:

**N.**  **Settlement**

 Complainant’s last demand:

 [Compensatory]

 [Equitable Relief]

 Respondent’s last offer:

 [Compensatory]

 [Equitable Relief]

**O. Estimated Length of Hearing**

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 [Attorney for Complainant]

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 [Attorney for Respondent]