**GOVERNMENT OF THE DISTRICT OF COLUMBIA**

**OFFICE OF HUMAN RIGHTS**

**newdclogo**

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|  |  |
| --- | --- |
| **,**    **Complainant,**  **v.**  **,**  **Respondent.** | **Docket No.: Case No.** |

**JOINT PRE-HEARING STATEMENT**

**A. Parties and Counsel**

|  |  |
| --- | --- |
| **COMPLAINANT:** | |
| **Complainant Name:** Click or tap here to enter text. | |
| **Attorney:** Click or tap here to enter text. | |
| **Address: City/State/Zip:**  Click or tap here to enter text.Click or tap here to enter text. | |
| **E-mail:** Click or tap here to enter text. | **Telephone:** Click or tap here to enter text. |

|  |  |  |
| --- | --- | --- |
| **RESPONDENT:** | | |
| **Respondent Name:** Click or tap here to enter text. | | |
| **Respondent Representative:** Click or tap here to enter text. | | **Email:** Click or tap here to enter text. |
| **Attorney:** Click or tap here to enter text. | | |
| **Attorney Address: City/State/Zip:**  Click or tap here to enter text.Click or tap here to enter text. | | |
| **E-mail:** Click or tap here to enter text. | **Telephone:** Click or tap here to enter text. | |

**B. Claims and Defenses:**

**Complainant’s claims:**

Click or tap here to enter text.

**Respondent’s Claims/Defenses:**

Click or tap here to enter text.

**C. Facts Stipulated (please number):**

1. Click or tap here to enter text.

**D. Facts/Issues in Dispute:**

1. Click or tap here to enter text.

**E. Complainant’s Requested Stipulations:**

1. Click or tap here to enter text.

**F. Respondent’s Requested Stipulations:**

1. Click or tap here to enter text.

**G. Relief Sought**

Click or tap here to enter text.

**H. Complainant Witnesses and brief statement of their testimony**:

1. Click or tap here to enter text.

**I. Respondent Witnesses and brief statement of their testimony**:

1. Click or tap here to enter text.

**J. Exhibits – Please attach exhibit lists**

**Joint** exhibits shall be marked beginning with **J1. Complainant** exhibits shall be marked beginning with C1. **Respondent** exhibits shall be marked beginning with **R1.**

The Parties shall indicate whether they stipulate to the admission of exhibits and if there are any objections to any exhibits.

**Objections:**

1. Click or tap here to enter text.

**K. Estimated Length of Hearing:**

Click or tap here to enter text.

**L. Any comments, suggestions, or information which might assist the court in preparing for the hearing or otherwise aid in the disposition of the proceeding:**

Click or tap here to enter text.

**M. Certification of Meeting**

By signing below, the parties certify that on Click or tap to enter a date. the parties listed above met and conferred in good faith regarding the matters set forth above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Click or tap here to enter text.

Counsel for Complainant Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Click or tap here to enter text.

Counsel for Respondent Date

**If not Represented by Counsel:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Click or tap here to enter text.

Complainant Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Click or tap here to enter text.

Respondent Date