

1 Your Name: _____
2 Address: _____
3 Phone Number: _____
4 Fax Number: _____
5 E-mail Address: _____

6 Pro Se
7

**BUENA VISTA RANCHERIA OF
ME-WUK INDIANS OF CALIFORNIA
TRIBAL COURT**

9
10 _____

11 _____

12) Case Number: _____
13)

14) *[Check box for party submitting statement]:*
15)

14 Plaintiff,)
15 vs.) **Plaintiff's** **Defendant's**

16) **CASE MANAGEMENT STATEMENT**
17)

17) DATE: _____
18)

18)) TIME: _____
19))

19)) JUDGE: Hon. _____
20))

21 Defendant.))
22))

23
24
25
26
27

1 **1. JURISDICTION**

2 *Mark the option that applies to your case.*

3 This Court has subject matter jurisdiction in this case under:

4 Federal question jurisdiction because it is about federal laws or rights. *[List the laws*
5 *or rights involved]* _____

6
7 Diversity jurisdiction because none of the Plaintiffs live in the same state as any of the
8 Defendants AND the amount of damages is more than \$75,000.

9 **2. SERVICE**

10 *Complete the table to show when each defendant was served with the Complaint and whether*
11 *any defendant will argue that this Court is not the correct one to decide this case.*

Defendant's Name	Date Served or Expected to Serve	Does Defendant dispute that the Court has personal jurisdiction?	Does Defendant dispute that this is the correct venue?
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

16 *Check box if there are more defendants, and provide the above information for each*
17 *defendant on an additional page at the end of this document.*

18 **3. FACTS**

19 *Give a short description of the important facts in this case including facts that you and*
20 *the other side disagree about. Add an additional page if needed.*

21 _____

22 _____

23 _____

24 _____

25 _____

26 _____

27 _____

28 _____

1 **4. LEGAL ISSUES**

2 *Briefly explain the laws the Plaintiff says the Defendant violated.*

3 _____
4 _____
5 _____
6 _____
7 _____
8 _____
9 _____
10 _____
11 _____

12 **5. MOTIONS**

13 *Complete the table to list any motions that have been filed or might be filed.*

Party filing motion	Type of Motion	Date of Ruling (or “pending” or “to be filed”)

14 *Check box if there are more motions and add a page at the end with additional information.*

15 **6. AMENDING THE COMPLAINT, ANSWER, COUNTERCLAIM/CROSSCLAIM**

16 *Mark one option to tell the Court whether you plan to change your claims or defenses.*

17 • The submitting party [name] _____

18 does not plan to amend the Complaint.

19 plans to amend the Complaint by [date] _____

20 *Check box if you need to list more parties, and provide the above information for each party on an additional page at the end of this document.*

21 \\
22

23 \\
24

1 **7. EVIDENCE PRESERVATION**

2 *Parties to a lawsuit must make sure that they are protecting and not destroying evidence*
3 *that might be used in the case. Check the correct box or boxes.*

4 • The submitting party [name] _____ has

5 reviewed the Guidelines for the Discovery of Electronically Stored Information

6 spoken with the opposing parties about preserving evidence relevant to the issues
7 one could reasonably understand to be part of this case

8 plans to do the above by [date] _____

9 Check if you need to list more parties, and provide the above information for each party on an
10 additional page at the end of this document.

11 **8. INITIAL DISCLOSURES**

12 *Initial Disclosures are lists of information that the parties must send each other at the*
13 *beginning of a case. Check the box that applies, and provide the agreed date if needed.*

14 Parties have sent each other Initial Disclosures.

15 Parties have not yet sent each other Initial Disclosures, but agree to exchange
16 them by [date] _____

17 **9. DISCOVERY**

18 *Give a short description of what you plan to investigate during discovery and if there are*
19 *any discovery issues.*

20 _____
21 _____
22 _____
23 _____
24 _____
25 _____

26 **10. CLASS ACTIONS**

27 Not applicable.
28

1 **11. RELATED CASES**

2 *Check the correct box to explain whether you are aware of any cases related to this one.*
3 *If you check the second box, list the case number and the court, government agency, or other*
4 *administrative body that will decide that case.*

4 The party submitting this statement

5 is not aware of any related cases.

6 is aware of related cases *[list cases]*: _____

7 _____
8 **12. RELIEF SOUGHT**

9 *State what the Plaintiff wants from the Defendant, or wants the Court to do, including*
10 *any amount of money sought and how that amount was calculated. If a Defendant filed a counter*
11 *or crossclaim, state the same information for the Defendant. Insert a page if needed.*

11 _____
12 _____
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18 _____

19 **13. SETTLEMENT AND ALTERNATIVE DISPUTE RESOLUTION (“ADR”)**

20 *Check at least one box in each section. If you need information to help you decide how to*
21 *resolve the case, explain what that information is.*

21 The parties:

The submitting party agrees to the following form of

have tried to settle the case.

ADR:

have not tried to settle the
25 case.

Settlement conference with a magistrate judge

Mediation

Other _____

26 Information needed: _____

27 _____
28 _____

1 **14. CONSENT TO HAVE A MAGISTRATE JUDGE HEAR THE CASE**

2 *Mark one option to let the Court know if you consent to have a magistrate judge hear the case.*

- 3 • The submitting party [name] _____

4 does consent to a magistrate judge.

5 does not consent to a magistrate judge.

6 Check box if you need to list more parties, and provide the above information for each party
on an additional page at the end of this document.

7 **15. OTHER REFERENCES**

8 *In unusual cases, the judge may refer a case to another decision-maker. If this is one of*
9 *those cases, cross out "Not Applicable," and write in who should hear this case.*

10 Not applicable.

11 **16. NARROWING OF ISSUES, CLAIMS, OR DEFENSES**

12 *Use this section to explain if issues in this case could be resolved by agreement or by*
13 *written papers submitted by the parties ("motion"). Check the box that applies, and explain.*

14 Not applicable.

15 Issues that can be resolved by agreement: _____

16 _____
17 Issues that can be resolved by motion: _____

18 _____

19 **17. EXPEDITED TRIAL PROCEDURE**

20 *If you have questions about the Court's Expedited Trial Procedure, contact the Legal*
 Help Center.

21 Not applicable.

22 **18. SCHEDULING**

23 *The Court usually fixes the case deadlines. If you want to propose a schedule, you can*
24 *do so below. Be sure you will be in town and able to meet any deadlines proposed.*

25 Agree to have Court set deadlines.

26 Proposed deadlines:

27 _____
28 _____

1 **19. TRIAL**

2 *Check the box that applies and estimate how long the trial will last.*

3 This case will be tried by a jury. The trial is expected to last ____ days.

4 This case will be tried by a judge. The trial is expected to last ____ days.

5 **20. DISCLOSURE OF NON-PARTY INTERESTED PERSONS OR ENTITIES**

6 *This Section tells the Court if anyone who is not named as a party in the case will be affected by*
7 *the outcome. Usually, if you are representing yourself, the answer is "None." If there is an*
8 *"interested party," cross out "None" and write in the names.*

8 None.

9 **21. OTHER MATTERS**

10 *Use this section to discuss other issues that would assist with the just, speedy, and*
11 *inexpensive resolution of this case.*

12 _____
13 _____
14 _____
15 _____
16 _____
17 _____
18 _____

19
20 *NOTE: This document should not be longer than ten pages, including any pages you add at the*
21 *end. Each party submitting this statement must sign and date below.*

Date:

Sign Name:

Print Name:

Pro se

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Use this page if you need additional space for any Section. Be sure to write the Section number.

1 **CERTIFICATE OF SERVICE OF DOCUMENT OTHER THAN COMPLAINT**

2 * *You must serve each document you file by sending or delivering to the opposing side. Complete*
3 *this form, and include it with the document that you file and serve.**

4 1. **Case Name:** _____ v. _____

5 2. **Case Number:** _____

6 3. **What documents were served?** Case Management Statement

7 4. **How was the document served?** *[check one]*

8 Placed in U.S. Mail

9 Hand-delivered

10 Sent for delivery (e.g., FedEx, UPS)

11 Sent by fax (if the other party has agreed to accept service by fax)

12 5. **Who did you send the document to?** *[Write the full name and contact information for*
13 *each person you sent the document.]*

14 _____

15 _____

16 _____

17 6. **When were the documents sent?** _____

18 7. **Who served the documents?** *[Whoever puts it into the mail, faxes, delivers or sends for*
19 *delivery should sign, and print their name and address. You can do this yourself.]*

20 I declare under penalty of perjury under the laws of the United States that the foregoing
21 is true and correct.

Signature: _____

Name: _____

Address: _____
