

SETTLEMENT CONFERENCE SUMMARY

CAPTION: _____

DISTRICT COURT JUDGE: _____

TRIAL POOL DATE: _____ **JURY / NONJURY (Circle One)**

COUNSEL ATTENDING SETTLEMENT CONFERENCE:

Name: _____

Address: _____

Phone: _____

Client: _____

CLIENT ATTENDING SETTLEMENT CONFERENCE:

Name of Individual with full and complete settlement authority who will be present at the settlement conference (include company and position where applicable):

MOTIONS PENDING:

OTHER RELEVANT MATTERS:

PRIOR DEMANDS/OFFERS (include demand/offer dates):

ATTACH SYNOPSIS OF CASE (The synopsis will include a candid discussion of the submitting party's factual and legal strengths and weaknesses in the case as well as an offer/demand settlement proposal and **IS STRICTLY LIMITED TO NO MORE THAN FIVE (5) PAGES.**)