

Confidential Settlement Information - Civil Cases

INSTRUCTIONS TO ATTORNEYS FOR SETTLEMENT CONFERENCE

1. Counsel for each part, or parties representing themselves, should **FAX (10 pages or less), Hand Deliver**, this form to Judge Kathleen M. Dailey, 1021 SW Fourth Avenue, Portland, OR 97204, no later than 48 hours before the judicial settlement conference. **FAX: (503) 276-0942. You may email the form to: Coleen.G.Allen@ojd.state.or.us.**

2. Information submitted on this form should not be filed with the clerk, need not be given to opposing sides, and will be confidential. The information will not become part of the permanent court record and will be destroyed at the conclusion of the settlement conference process.

3. This form is to be completed by attorneys for all parties, and all parties representing themselves. When information is unknown, so state.

Name of party you represent (or are): _____ Plaintiff
_____ Defendant

NATURE OF CASE: (i.e. auto, contract, slip and fall, etc.) _____

SPECIAL/ECONOMIC DAMAGES (please specify as medical, wages, property, etc.) _____

GENERAL/NON-ECONOMICAL DAMAGES EXPECTED IF LIABILITY IS FOUND: _____

LIENS: (Holder and amount) _____

HAVE THERE BEEN ANY NEGOTIATIONS WITH LIEN HOLDER? _____

EXPECTED ALLOCATION OF COMPARATIVE FAULT IF APPLICABLE: _____

OTHER FACTORS AFFECTING VERDICT: _____

WHAT IS IMPEDING SETTLEMENT: _____

STATUS OF NEGOTIATIONS: _____

IS INSURANCE COVERAGE AVAILABLE TO YOUR CLIENT? _____

IF SO, WHAT IS THE AMOUNT OF COVERAGE
AVAILABLE? _____

HOW CAN THE COURT HELP FACILITATE SETTLEMENT? _____

YOU MAY ATTACH ANY OTHER INFORMATION, SUCH AS A NARRATIVE, COPIES OF MEDICAL REPORTS, ACCIDENT DESCRIPTIONS, OPERATIVE DOCUMENTS NOT APPENDED TO PLEADINGS, ETC., WHICH WILL ADVISE THE COURT OF THE ISSUE. PLEASE DO NOT ATTACH COPIES OF ANY PLEADINGS OR DOCUMENTS ALREADY IN THE OFFICIAL FILE, AS THEY WILL ALREADY HAVE BEEN REVIEWED BY THE COURT.

There is a \$50 fee per party due before the settlement conference. Please show the clerk your receipt of payment. Thank you.