

Compliance Conference Worksheet

Case Name: _____ **vs** _____ **Date:** _____

Index No.: _____ **IAS Justice:** _____ **Compliance Calendar No.:** _____

	Attorney Appearing at Conference Print Name and Direct Phone	Attorney Responsible for Matter Print Name and Direct Phone
Plaintiff(s),		your file#:
Defendant,		your file#
Defendant,		your file#
Defendant,		your file#

Have Any Parties Failed To Appear Today? _____ (If **Yes**, specify above)

Insurance: Carrier: _____ Policy Limits: _____ Name of Adjuster: _____ Excess: _____

Existing Orders for Disclosure (Other than PC Order) or Joint Trial/Consolidation: **Y/N:** _____ If **Yes**, specify:

Pending Motions: **Y/N:** _____ If **Yes**, specify Nature and Date Submitted:

Liability Summary:

Damages Summary:

Demand: _____ **Offer:** _____
_____ **For Court Use Only** _____

Marking: _____ N/I Date: _____ Reviewed By: _____

Other Comments: