

## **FAQs for U.S. Magistrate Judge Derek T. Gilliland**

**+Does Judge Gilliland require paper copies of exhibits, demonstratives or slides for in-person hearings?**

- Paper copies are not required but will be accepted by the court for hearing purposes if digital versions cannot be provided.

**+For Non-Patent Civil cases (including Notice of Removals), does Judge Gilliland require parties to submit a proposed scheduling order?**

- The Court will set a Scheduling Conference with the parties and in advance of the hearing, parties are to e-file a Rule 26(f) report and proposed scheduling order. Parties are to utilize the Scheduling Order Template located under the “Courtroom Guidance” tab and email the proposed joint scheduling order to [TXWDml\\_NoJudge\\_Chambers\\_WA\\_JudgeGilliland@txwd.uscourts.gov](mailto:TXWDml_NoJudge_Chambers_WA_JudgeGilliland@txwd.uscourts.gov).

**+For Notice of Removal cases, does Judge Gilliland require Plaintiff’s to file a Complaint on the docket?**

- No. However, plaintiff is encouraged to review the state court petition and ensure it complies with federal law and contains sufficiently detailed allegations to support the causes of action and discovery plaintiff wishes to pursue.

**+What document type does Judge Gilliland prefer when submitting proposed orders and discovery charts?**

- Parties are to provide proposed orders and discovery charts in Microsoft Word format via email or if preferred, parties may request for documents to be submitted through a secure link through the US Court’s box.com. To request a secure link, please the Court’s Law Clerks at [TXWDml\\_NoJudge\\_Chambers\\_WA\\_JudgeGilliland@txwd.uscourts.gov](mailto:TXWDml_NoJudge_Chambers_WA_JudgeGilliland@txwd.uscourts.gov). Parties are to utilize the Proposed Scheduling Order Template and the Discovery Dispute Chart Template located under the “Courtroom Guidance” tab.

**+When should slides/demonstratives/presentations be provided to the Court for hearings (in person or via zoom) held before Judge Gilliland?**

- Parties are encouraged to submit their exhibits, demonstratives or presentation slides for hearings at least one (1) hour except as otherwise instructed by the court before the hearing start time via email to opposing counsel and court staff at [Melissa\\_Copp@txwd.uscourts.gov](mailto:Melissa_Copp@txwd.uscourts.gov) and [TXWDml\\_NoJudge\\_Chambers\\_WA\\_JudgeGilliland@txwd.uscourts.gov](mailto:TXWDml_NoJudge_Chambers_WA_JudgeGilliland@txwd.uscourts.gov).