

**IN THE UNITED STATES DISTRICT COURT  
FOR THE EASTERN DISTRICT OF TEXAS**

**STANDING ORDER REGARDING PROPER NOTIFICATION OF  
SETTLEMENT TO THE COURT**

WHEREAS, consistency and uniformity in both the form and substance of the method of notification used by parties to advise the Court when a matter has been settled and resolved is of material benefit to the Court and promotes the Court's ability to monitor and manage its docket;

NOW, THEREFORE, IT IS ORDERED THAT promptly upon the settlement in principle of any case pending before this Court, whether such settlement is reached by formal mediation, privately between the parties or otherwise, the parties shall jointly file a motion with the Court styled as follows: Joint Motion To Stay All Deadlines and Notice of Settlement. Such joint motion shall affirmatively state that all matters in controversy between the parties have been settled, in principle, and shall request that the Court stay for some specific and reasonable period of time the unreachd deadlines contained in the Court's Docket Control Order, or stay the entry of a Docket Control Order if one has yet to be entered, so that appropriate dismissal papers may be submitted. In most cases the Court will not afford more than thirty (30) days in which to submit dismissal papers but in exceptional cases the Court may grant a longer period for such submission. A motion indicating that the parties are communicating about settlement but one which stops short of an express indication that the matters in controversy have, in fact, settled will not ordinarily support or prompt from the Court an order staying the existing deadlines. Other filings (such as and for example only--a mere notice of settlement) shall not be adequate to comply with this order or to secure a stay of existing deadlines. Such noncompliant filings shall not support later requests to reset missed deadlines or otherwise amend the docket control order.

**So ORDERED and SIGNED this 3rd day of June, 2014.**

  
\_\_\_\_\_  
RODNEY GILSTRAP  
UNITED STATES DISTRICT JUDGE