

**INDIVIDUAL RULES OF PRACTICE  
JUDGE RICHARD OWEN  
UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF NEW YORK**

Chambers:

United States Courthouse  
40 Foley Square, Room 2903  
New York, NY 10007  
Phone: (212) 805-6155  
Fax: (212) 805-6161

Courtroom:

United States Courthouse  
40 Foley Square, Courtroom 1105  
New York, NY 10007  
(212) 805-6163

Secretary:

Fran Monfiletto

Law Clerks:

Dustin Osborn (212) 805-6159  
Cathleen E. Stadecker (212) 805-6160

Courtroom Deputy Clerk:

June Hummel

Unless otherwise ordered, matters before Judge Owen shall be conducted in accordance with the Local Rules of the United States District Court for the Southern District of New York and the following:

Communications with Chambers are not encouraged, but, if necessary, are preferred in writing, or by fax with copies to all counsel. Telephone calls to Chambers for urgent matters are permitted. Requests for adjournments or extensions of time are preferred in writing, however, such applications may be made by telephone in appropriate circumstances. All applications for adjournments or extensions of time should be made on reasonable notice and after consultation with opposing counsel, if possible.

Discovery conferences are not required. Regarding abuse of discovery, conferences may be requested or motions filed. Under Fed. R. Civ. P. 16, a status conference is expected within 120 days of service of the complaint. After such conference, parties may be expected to submit a proposed order for consideration in accordance with Rule 16(b) or the Court may excuse this requirement. There is no time limitation on reaching settlement.

Pre-motion conferences are not required. Kindly furnish courtesy copies of all motion papers, marked as such, to chambers. Parties should file motion papers and provide courtesy copies as they are due in accordance with Local Rule 16.1. Motions may be fully submitted (all moving, answering and reply papers) to the Court no later than 12:00 p.m. on the Friday before the return date. Motions, unless brought by order to show cause, may be made returnable any Friday at 2:30 p.m. The return date may,

however, be rescheduled at the convenience of the Court. Oral argument is expected, except on motions for reargument, motions for judgment as a matter of law after trial pursuant to Fed. R. Civ. P. 50(b), motions pursuant to Fed. R. Crim. P. 35, motions in pro se cases, and appeals from Magistrate Judge's rulings.

Conferences preparatory to trial are usually held and may be sought. Pretrial orders are not required unless specifically ordered by the Court. In any case where a party believes it would be useful, a pretrial memorandum of law may be submitted. In any jury case, requests to charge and proposed voir dire questions, if any, should be submitted to Chambers in the week prior to trial. In a non-jury case, each party's proposed findings of fact and conclusions of law should be submitted to chambers in the week prior to trial. All trial exhibits, to the extent their use is anticipated before trial, should be pre-marked. In all cases, two (2) courtesy copies of each party's pre-marked trial exhibits should be provided to the Court.

Dated: *September 23, 2004*