

IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF MONTANA

FILED

OCT 18 2013

Clerk, U.S. District Court
District Of Montana
Missoula

In re: Format of Orders, Opinions, and
Memoranda Issued by the Court

STANDING ORDER No. DLC-13

IT IS ORDERED that Standing Order DLC-12, dated October 4, 2013, is hereby withdrawn.

IT IS FURTHER ORDERED that effective October 21, 2013, all captioned orders, opinions, and memoranda issued by judicial officers in the District of Montana shall adhere to the following standards:

1. Caption

All judicial officers shall use the following caption format:

IN THE UNITED STATES DISTRICT COURT
FOR THE DISTRICT OF MONTANA
[XXXXXXXX] DIVISION

JOHN R. DOE,

Plaintiff,

vs.

JOHN Q. PUBLIC,

Defendant.

[CV/CR] 13-100-DIV-ABC

ORDER

2. Font Type, Size, and Spacing

All documents shall be double-spaced using a 14-point, Times New Roman font. Each page must be consecutively numbered at the bottom.

3. Case citations

All citations to case law shall italicize the case name, e.g., *Doe v. Public*, 123 F.3d 456 (9th Cir. 1995).

4. Citations to the Electronic Docket (CM/ECF)

A citation to a document in the electronic record shall be in the following form:

(Doc. [document number] at [page number]).

A citation to an attachment to a document in the electronic record shall be in the following form:

(Doc. [document number]-[attachment number] at [page number]).

The citation form is illustrated in the following examples:

- Mitchell is a cyclist. (Doc. 36 at 1.)
- Cameron and Mitchell agree that Mitchell is a cyclist. (Docs. 36 at 1; 37 at 2.)
- Phil is a cheerleader (Doc. 16 at 11), but Claire dreams of being an international circus star (Doc. 27 at 12).

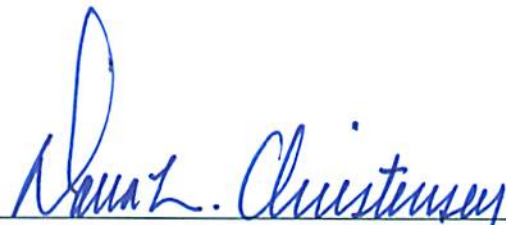
- It “rained constantly” at the Dunphy residence on the afternoon of April 1. (*See* Docs. 32 at 2, 6, 8–10; 34 at 2).
- “The masked burglars addressed each other as ‘Luke’ and ‘Manny.’” (Pritchett Affidavit, Doc. 25-4 at 4.)

These rules also apply to any documents generated by the clerk of court in the District of Montana.

Notwithstanding the foregoing, nothing in this Standing Order prohibits the continued use, without modification, of any current template or form generated by the Administrative Office of the United States Courts.

The clerk shall immediately inform all divisional offices and the judicial officers of this district of the entry of this order.

DATED this 18th day of October, 2013.



Dana L. Christensen, Chief Judge
United States District Court