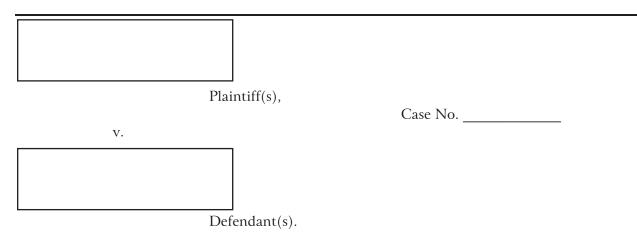# Procedure for Consenting to or Requesting Reassignment from a Magistrate Judge

Your case has been randomly assigned to a United States magistrate judge. If all parties consent to this assignment, the magistrate judge will conduct all proceedings in your case, including trial. If any party requests reassignment to a district judge, the case will be randomly reassigned. Use the following procedure to consent to or request reassignment from the magistrate judge.

1. Complete the attached Notice of Assignment to a Magistrate Judge and Consent/Request for Reassignment.

2. E-mail the form to consents@wiwd.uscourts.gov at least two weeks prior to the Preliminary Pretrial Conference. **DO NOT** electronically file the form on the court's CM/ECF filing system. Opposing counsel need not be served.

3. If all the parties to an action submit forms consenting to the magistrate judge, the court will docket a signed order referring the case to the magistrate judge.

4. If one party submits a form requesting reassignment, the case will be randomly reassigned to an Article III judge.

This process is only to be used in cases assigned to the magistrate judge. If a case has been initially assigned to an Article III judge and the parties wish to consent to trial by the magistrate judge, the parties should jointly execute form AO85 and file it electronically only after it has been signed by all parties.

UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF WISCONSIN

Plaintiff(s),

Case No. _____

v.

Defendant(s).

NOTICE OF ASSIGNMENT TO A MAGISTRATE JUDGE
AND CONSENT/REQUEST FOR REASSIGNMENT

This case has been assigned to a United States magistrate judge to conduct all proceedings in this case, including trial, entry of final judgment, and all post-judgment proceedings. Pursuant to Fed. R. Civ. P. 73, a United States magistrate judge is permitted to exercise this jurisdiction only if all parties consent. Indicate below if you consent to the assignment or request that the case be reassigned to a district judge.

☐ **Consent**   ☐ **Reassignment**

Do not e-file this document. No judge will be informed of a party's response to this notification, unless all parties have consented to the assignment of the matter to a United States Magistrate Judge. Opposing counsel need not be served.

Instead, return this completed form via email in PDF format to consents@wiwd.uscourts.gov at least two weeks before the preliminary pretrial conference.

_____
Party(s) represented

_____   _____
Attorney Signature   Date