

United States District Court  
Western District of Washington  
Honorable Marsha J. Pechman

**Proposed Orders**

Under Local Rule 7(b)(1), any motion requiring the signature of the Court must be presented along with a proposed order.

**Electronic Submission of Proposed Orders:** Pursuant to the WAWD’s Electronic Filing Procedures, the moving party must email a Microsoft Word version of a proposed order to [pechmanorders@wawd.uscourts.gov](mailto:pechmanorders@wawd.uscourts.gov) at the time of filing. *The subject heading of the email should include the case number, the case name, and the title of the motion (i.e., it should not simply read “Proposed Order”).*

**Form of Proposed Orders:** *See* Local Rule 10(e)(7) for guidance on the form of proposed orders. In addition, when drafting proposed orders, the Court discourages the use of arcane legalese such as “whereas,” “wherefore,” “heretofore,” etc.