

**FORM OF A MOTION TO AMEND
AND ITS SUPPORTING DOCUMENTATION**

A party who moves to amend a pleading must describe the type of the proposed amended pleading in the motion (i.e., motion to amend answer, motion to amend counterclaim). Any amendment to a pleading, whether filed as a matter of course or upon a motion to amend, must reproduce the entire pleading as amended. The proposed amended pleading must be submitted at the time of filing the motion to amend.

In addition, unless the moving party is a pro se prisoner, any motion to amend a pleading must be accompanied by a version of the proposed amended pleading that shows – through redlining, underlining, strikeouts, or other similarly effective methods – how the proposed amended pleading differs from the operative pleading; provided, however, pro se litigants will be exempted from this requirement.

RELATED AUTHORITY

Fed. R. Civ. P. 15(a)(d)
