

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT
IN AND FOR PALM BEACH COUNTY, FLORIDA

ADMINISTRATIVE ORDER 5.106-3/15*

IN RE: NOTICE OF RELATED CASES FORM
IN UNIFIED FAMILY COURT CASES


Florida Rule of Judicial Administration 2.545(d) requires that Family Law Form 12.900(h), Notice of Related Cases Form, be filed with the initial pleading/petition in family cases which cases include, but are not limited to, dissolution of marriage, child support, adoption, juvenile delinquency, juvenile dependency, termination of parental rights matters, **civil domestic, repeat, sexual and dating violence injunctions, criminal domestic violence injunctions, stalking injunctions and cyber stalking injunctions**. Florida Rule of Judicial Administration 2.545(d)(7) requires “The notice of related cases shall be served on all parties in the related cases, the presiding judges, and the chief judge or family law administrative judge.”

NOW, THEREFORE, pursuant to the authority conferred by Florida Rule of Judicial Administration 2.215, it is **ORDERED** as follows:

1. The case manager assigned to the division in which the case is pending shall serve as the designee of the chief judge, division judge, and the administrative judges of the family and juvenile divisions for purposes of receiving the notice of related case as required by Florida Rule of Judicial Administration 2.545(d)(4).
2. All information required by the Family Law Form 12.900(h) shall be included within the form itself and no additional documents or papers shall be attached to the Notice of Related Case without the prior approval of the Chief Judge.
3. A copy of the Notice of Related Case shall be sent to the case manager either electronically or mailed to the case manager at the postal address of Administrative Office of the Court, Unified Family Court Case Management, 205 North Dixie Highway, West Palm Beach, Florida 33401. In an effort to conserve resources, the Notice of Related Case should be sent electronically whenever possible.

4. A listing of the case managers can be found at <http://15thcircuit.co.palm-beach.fl.us/web/guest/ufc-case-management>.

9 **DONE and SIGNED**, in Chambers at West Palm Beach, Palm Beach County, Florida this
day of March, 2015.



Jeffrey Colbath
Chief Judge

*supersedes Admin. Order 5.106-10/11