

INSTRUCTIONS FOR FILING NOTICE OF RELATED CASES

When should this form be used?

The petitioner in a family case must file a notice of related cases with the initial pleading and serve it on the other parties in the related cases, the presiding judges, and the chief judge or family law administrative judge. The notice of related cases is required even if the case is uncontested.

Family cases include:

- dissolution of marriage,
- annulment,
- support unconnected with dissolution of marriage,
- paternity,
- child support,
- UIFSA,
- custodial care of and access to children,
- adoption,
- name change,
- declaratory judgment actions related to premarital, marital, or post-marital agreements,
- civil domestic violence, repeat violence, dating violence, and sexual violence injunctions,
- juvenile dependency,
- termination of parental rights,
- juvenile delinquency,
- emancipation of a minor,
- CINS/FINS,
- truancy, and
- modification and enforcement of orders entered in these cases.

A related case may be a separate criminal case, civil case, domestic violence case, juvenile dependency case, juvenile delinquency case, or domestic relations case that:

- A) involves any of the same parties, children, or issues and it is pending at the time the party files a family case; or
- B) affects the court's jurisdiction to proceed; or

- C) has an order in the related case may conflict with an order on the same issues in the new case; or
- D) may cause an order in the new case to be entered that may conflict with an order in the earlier case.

For example, a criminal domestic violence case may involve the same parties and even after it is closed, conditions of probation may prohibit contact between the parties; a pending dependency case must be decided by the dependency judge and even after it is closed, the dependency judge may have exclusive jurisdiction over child custody and visitation. These are just two common examples. There are many more.

You must make a reasonable effort to determine if any related cases exist from your own records and from public records available in the clerk's offices or over the internet.

This form should be typed or printed in black ink. After completing this form, you should **file** the original with the **clerk of the circuit court** in the county where your case is filed and keep a copy for your records. A copy of this form must be mailed or hand delivered to any other party in your case and on the presiding judges, and the chief judge or family law administrative judge.

What should I do next?

Each party, whether the **petitioner** or the **respondent** has a **continuing duty** to inform the court of any proceedings in this or any other state that could affect the current proceeding.

Where can I look for more information?

Before proceeding you should read the "General Information for Self-Represented Litigants" found at the beginning of the Family Law Forms in the Florida Rules of Court, Family Law Rules. You may also refer to Rule of Judicial Administration 2.085(d).

IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT
IN AND FOR LAKE COUNTY, FLORIDA

IN RE:

CASE NO. _____
FAMILY DIVISION

_____,
Petitioner,

and

_____,
Respondent.
_____ /

NOTICE OF RELATED CASES

Pursuant to Fla. R. Jud. Admin. 2.085(d), the Petitioner submits the following Notice of Related Cases:

1. A related case may be an open or closed civil, criminal, or family case which includes all case types defined in Fla. R. Jud. Admin. 2.085(d). A case is “related” to this family law case if it involves any of the same parties, children, or issues and it is pending at the time the party files a family case; or if it affects the court’s jurisdiction to proceed; or if an order in the related case may conflict with an order on the same issues in the new case; or if an order in the new case may conflict with an order in the earlier litigation.

- There are no related cases.**
- The following are the related cases (add additional pages if necessary):**

County/Court Where Related Case Pending	Case Number	Relationship of Case to Instant Case

cont'

County/Court Where Related Case Pending	Case Number	Relationship of Case to Instant Case

2. I do not request coordination of litigation in any of the cases listed above.

I request coordination of litigation in the following cases:

Petitioner states as follows regarding whether assignment to one judge or another method of coordination will conserve judicial resources and promote an efficient determination of the actions: _____

3. The Petitioner acknowledges a continuing duty to inform the court of any proceedings in this or any other state that could affect the current proceeding.

DATED this ____ day of _____, 20__.

Petitioner/Attorney for Petitioner

Address: _____

Telephone: _____

CERTIFICATE OF SERVICE

I **HEREBY CERTIFY** that a copy of the foregoing Notice of Related Cases has been delivered on this _____ day of _____, 200____ by _____ U.S. Mail, _____ Hand Delivery, or _____ Process Service to _____ (name of opposing party) and to the following:

_____ Honorable Mark J. Hill
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Honorable G. Richard Singeltary
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Honorable Mark A. Nacke
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Honorable William G. Law, Jr.
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ General Magistrate Heidi Davis
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Honorable T. Michael Johnson
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Honorable Michael Takac
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Honorable Don F. Briggs
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Honorable Lawrence J. Semento
550 West Main Street
P.O. Box 7800
Tavares, Florida 32778

_____ Party Related to Cases

Must check one of the following:

_____ Honorable Daniel B. Merritt, Sr.
Chief Judge of Circuit
Hernando County Courthouse
20 North Main Street
Brooksville, FL 34601

_____ Honorable S. Sue Robbins
Administrative Family Law Judge
Marion County Judicial Center
110 NW First Avenue
Ocala, Florida 34475

furnished by _____ U.S. Mail or _____ Hand delivery.

Signature of Party
Printed Name: _____
Address: _____
City, State, Zip: _____
Telephone Number: _____