

JUDGE SERRANO's PROCEDURES UNTIL FURTHER NOTICE

ALL DOMESTIC VIOLENCE AND RELATED MOTIONS

Regarding all Injunctions and related Motions, these hearings will be conducted IN PERSON every Monday in courtroom 2D. **"Consistent with CDC COVID-19 guidelines, we encourage you to bring and wear a face covering."**

ALL OTHER HEARINGS

Due to the most recent Brevard County COVID-19 administrative order and the Florida Supreme Court order entered on June 8, 2020, we will be handling all cases and hearings by remote video, electronic means and/or by telephone. All evidentiary hearings and Non-Jury Trials shall be heard via Microsoft Teams unless the Court designates otherwise.

TELEPHONIC HEARINGS

Regarding telephonic hearings, please have all the parties conference each other before calling the Court (321-617-7256) due to the limited phone lines available.

VIDEO CONFERENCING HEARINGS/NON-JURY TRIALS

The Court will set up a Microsoft Teams virtual/remote meeting to conduct all video conferencing hearings/NJTs. Carmin (Judicial Assistant) will need all the party's emails at least 3 days before the hearing to set up the links.

EVIDENCE FOR TRIALS/HEARINGS

Regarding Evidence, please send all evidence that will be introduced at the NJT/Hearing to Carmin by mail at least a week before the hearing. Make sure the evidence is labeled by party and numbered (i.e. Petitioner's Exhibit 1, Respondent's Exhibit 1).

EXHIBITS FOR TRIAL/LONG HEARINGS

Regarding Exhibits, please send all exhibits that will be introduced at the NJT/Long Hearing to Carmin by mail or drop it off and give it to the 2nd Floor receptionist at least 24 hours before the NJT/Long hearing. Make sure the Exhibits are in a **Trial Book**, in order of presentation, and labeled by party, and numbered (i.e. Petitioner's Exhibit 1, Respondent's Exhibit 1).

PROPOSED ORDERS

Regarding Proposed Orders, please send all Proposed Orders to Carmin by **email (if the orders are 5 or less pages including Exhibits)**. Please send all Proposed Orders by **mail** or **courier (if the orders are 6 or more pages including Exhibits)**.

ALL FUTURE INFORMATION

We will provide updates to everyone if any of these procedures change and/or dates are extended by further administrative orders. Thank You for your patience and cooperation during these hard times.