

## **Procedures For Settlement Or Dismissal Of Cases:**

**Notice to Court:** If a case settles, the parties must immediately contact the Court to have the case removed from the calendar/trial docket. If a case settles or is voluntarily dismissed and there are future hearings, or a trial scheduled on the Court's docket, please provide the Court's Judicial Assistant with a courtesy copy of an e- filed Notice of Settlement or Dismissal immediately by email to allow the Court to free up hearing/trial time for other cases.

Counsel shall also notify the Court of any pending hearings that will be canceled as a result of the settlement.

Parties are directed to file appropriate dismissal papers including the Final Disposition Form (*see* Form 1.998) as required by the Florida Rules of Civil Procedure (Rule 1.545).

**Agreed Case Management Order Regarding Settlement:** In the event of settlement, the parties shall immediately file a Notice of Settlement. The parties shall immediately meet and confer to prepare an ***Agreed Case Management Order Regarding Settlement*** (template found on the Court's website in Word format)<sup>1</sup> to be submitted to the Court detailing the anticipated timeline for final disposition of the action pursuant to Rule 1.545 Fla. R. Civ. P.

Additionally, the parties shall submit a stipulation for an order of dismissal or shall file a dismissal with prejudice. A copy of the mediation report is insufficient to remove the case from the Court's hearing calendar or trial docket.

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<sup>1</sup> See Division D website at <https://flcourts18.org/judge-curt-jacobus-policies-page/>, Policy Document #14.1.