

Dependency Procedures

JUDGE CHARLIE CRAWFORD

Tatum Reed: Judicial Assistant – tatum.reed@flcourts18.org

PROCEDURES FOR SCHEDULING A HEARING

1. All requests for hearing time should be e-mailed with an attached copy of the e-filed motion to the Judicial Assistant, Tracie Orman (tracie.orman@flcourts18.org).
2. The motion shall indicate if there are any objections to the motion
3. You must copy all parties on your email.
4. Your email must indicate how much hearing time is being requested, and a statement that all parties have stipulated to the amount of hearing time requested.
5. As a reminder, any stipulated motions likely do not require a hearing. For stipulated motions, you can submit a proposed order via the e-portal for review by the judge.
6. After a hearing date and time is confirmed, the moving party must e-file the Notice of Hearing within 3 days noting the time allotted for the hearing.

Hearings regarding Attorney's Fees & The Justice Administrative Commission:

1. Please email a copy of the e-filed motion, JAC's response, any other necessary attachments, and proposed order to the Judicial Assistant. If JAC objects, this matter will have to be set for a hearing.

PROCEDURES FOR SUBMITTING PROPOSED ORDERS

1. All proposed orders shall be submitted via the e-portal within 15 days after a hearing, unless otherwise specified by the Court.
2. Effective immediately, all orders must include the nunc pro tunc date of the original hearing date. Example below:

DONE AND ORDERED in Viera, Brevard County, Florida on DDDD, nunc pro tunc (fill in date of original hearing here).

Microsoft Teams and in-person hearings:

1. Docket Sounding: Defendant's appearance in person is preferred however Teams appearance is acceptable. If your client is in custody, you must request for transport the day before the hearing.
2. Non-Jury Trial: The attorney must appear in person with the Client. If you were advised you are on a 4-hour call at the last Docket Sounding, you do not need to appear until the court advises you to do so.
3. 4-Hour call: A proposed Trial list will be circulated shortly after Docket Sounding. You will receive a second email from the Judicial Assistant notifying you which specific date your case is being called up. All parties will appear in person on that date.
4. Teams link: You may request the teams link via email to the Judicial Assistant. The link is the same for every court appearance. Any party appearing by Teams MUST have video capability. <https://fl18.org/judgecrawford>

Inmate Transport and/or Ordering:

1. Inmates will be transported from the Brevard County Jail at the request of the attorney. An email will be sent the day prior to a hearing with those in custody. You as the attorney must notify the Judicial Assistant and Deputy as to whether or not you need the inmate brought by 2pm the day prior to the hearing.