

IN THE CIRCUIT COURT OF THE  
EIGHTEENTH JUDICIAL CIRCUIT,  
IN AND FOR SEMINOLE COUNTY,  
FLORIDA.

**ADMINISTRATIVE ORDER NO:  
13-17-S**

**IN RE: FORECLOSURE - RESIDENTIAL MORTGAGE FORECLOSURE NOTICE OF  
LIMITED APPEARANCE FOR MEDIATION ONLY**

---

**WHEREAS**, mediation is required in certain residential foreclosures pursuant to the terms of Administrative Order No. 12-25-S; and

**WHEREAS**, many defendants in those cases are not represented by counsel and are unfamiliar with the mediation process; and

**WHEREAS**, Seminole County Legal Aid has received a grant to assist unrepresented defendants in the foreclosure process; and


**WHEREAS**, a number of lawyers have offered to assist unrepresented defendants on a limited basis pro bono;

**NOW THEREFORE**, in order to facilitate the efficient operation of the administration of justice, and pursuant to the authority vested in me as Chief Judge of the Eighteenth Judicial Circuit of Florida under Florida Rule of Judicial Administration 2.215,

**IT IS HEREBY ORDERED** that any attorney wishing to represent a defendant pro bono during the mediation process in a residential mortgage foreclosure case regardless of whether the attorney is referred by a program run by lawyer referral, legal aid, or legal services program or on the lawyer's own volition shall file a limited notice of appearance in the form attached as Exhibit A and serve copies on the parties and the assigned mediator. When the notice of limited appearance is filed the attorney must attend the mediation session unless allowed to withdraw by the court. When the mediation process is complete the attorney may file a notice of termination of representation and have no further duties in the case.

**DONE and ORDERED** this 3rd day of April, 2013.

---

  
ALAN A. DICKEY  
CHIEF JUDGE

**Distribution:**

**All Circuit and County Court Judges (Seminole County)**

**Court Administration (Brevard and Seminole Counties)**

**Clerk of Court (Seminole County)**

**Public Defender (Seminole County)**

**State Attorney (Seminole County)**

**Sheriff (Seminole County)**

**Bar Association (Seminole County)**

**Law Library (Seminole County)**

**EXHIBIT A**

IN THE CIRCUIT COURT OF THE EIGHTEENTH JUDICIAL CIRCUIT IN  
AND FOR SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_,  
Plaintiff,

CASE NO: \_\_\_\_\_

vs.

\_\_\_\_\_,  
Defendants.

\_\_\_\_\_ /

**NOTICE OF LIMITED APPEARANCE FOR MEDIATION ONLY**

TAKE NOTICE that the undersigned \_\_\_\_\_, submits this Notice of Limited Appearance on behalf of Defendant, \_\_\_\_\_, in the above-styled case for the following limited purpose of requesting, preparing and attending mediation session(s) as permitted under Administrative Order 12-25-S. This limited appearance is permissible in the Eighteenth Judicial Circuit pursuant to Administrative Order 13-17-S and is for the **limited purpose related to mediation** of owner-occupied properties.

**Copies of all pleadings, filings and other correspondence must be served upon the defendant, \_\_\_\_\_ at the following address: \_\_\_\_\_, and not the undersigned.**

Attached hereto is certification from the named defendant(s), certifying the nature of this counsel's appearance and authorizing a withdrawal of counsel after the filing of the mediator's report, the undersigned may file a Notice of Termination of Representation.

**CERTIFICATE OF SERVICE**

I certify that a copy hereto has been furnished to the parties listed on the attached service list by email; hand-delivery; mail; and/or fax on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Name: \_\_\_\_\_  
Florida Bar No \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_