

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

ADMINISTRATIVE ORDER NO.:
25-17-S
SUPERSEDES 13-39-S

IN RE: COUNTY COURT - SMALL CLAIMS CASES

WHEREAS, in the effort to effectively and expeditiously address cases in the Small Claims Division of the Seminole County Civil Court; and in consultation with the presiding judges in the County Civil divisions for Seminole County; and in an effort to more effectively utilize the resources of Seminole County;

In accordance with the authority vested in the Chief Judge by Article V, section 2 (d) of the *Florida Constitution*; Sections 40.001, 43.26 and 905.01, *Florida Statutes and Florida Rules of General Practice and Judicial Administration*, Rule 2.215 and 2.250; *Florida Rules of Civil Procedure 1.200*, It is hereby

ORDERED AND ADJUED as follows:

1. That for all Small Claims cases including “PIP” cases, the Florida Rules of Civil Procedure will be invoked only after the Court has entered an Order invoking the *Florida Rules of Civil Procedure*.
2. That the Clerk of Court shall not cancel the Small Claims Pre-Trial Conference/Mediation unless the Court has entered an Order invoking the *Florida Rules of Civil Procedure*.
3. The party requesting for the *Florida Rules of Civil Procedure* to be invoked, must submit a Motion and Proposed Order for the Court’s Consideration or submit via the e-filing portal a Proposed Agreed Order (Attachment A) with a copy served upon the presiding Judge.
4. Upon the entry of an Order Invoking the *Florida Rules of Civil Procedure*, the Court will issue a streamlined Case Management Order with a clear projected trial date pursuant to Administrative Order 25-08.
5. An Order Setting Trial and Trial Period will be issued 120 days prior to the projected trial date as specified in the Case Management Order. The Trial Order will set the Actual Trial Period, the Pre-Trial Conference date and direct pre-trial compliance based on the Case Management Order.

6. Failure of the pleadings to be closed will not preclude the Court from setting a case for trial, as specified in Administrative Order 25-08.
7. This Administrative Order shall be subject to modification, addition, and extension as the evolving and fluid nature of the facts and circumstances may arise.
8. This Administrative Order is effective March 1, 2025.

DONE AND ORDERED this 28th day of February 2025.

CHARLIE CRAWFORD
CHARLIE CRAWFORD
CHIEF JUDGE

DISTRIBUTION:
All Circuit and County Judges (Seminole County)
Court Administration (Seminole County)
Clerk of Court (Seminole County)
Sheriff of Seminole County
Seminole County Bar Association
Seminole County Law Library

(ATTACHMENT A)

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

Case Number:

Plaintiff,

-vs-

Defendant.

_____ /

AGREED ORDER TO INVOKE RULES OF CIVIL PROCEDURE

THIS CAUSE having come before the Honorable Court upon the parties' Stipulation to Invoke the full Florida Rules of Civil Procedure, and the Court having examined the pleadings herein and the premises hereof; it is therefore:

ORDERED AND ADJUDGED that:

1. The Florida Rules of Civil Procedure are hereby invoked pursuant to Rule 7.020 (c) in this action and the parties are directed to comply with those Rules in this proceeding.
2. The Court will issue a Streamlined Case Management Order within 30 days of the date of this Order.

DONE AND ORDERED in Chambers at _____, _____ County,
Florida on DDDD.

JJJJ

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of this Order has been furnished by e-mail or U.S. Mail on MMMM, to the following:

CCCC
AAAA