

IN THE CIRCUIT COURT OF THE
EIGHTEENTH JUDICIAL CIRCUIT
OF FLORIDA

ADMINISTRATIVE ORDER NO.:
26-36
SUPERSEDES 25-23

**IN RE: CLERK OF COURT – CONFIDENTIALITY OF JUDGES’ AND JUDICIAL
ASSISTANTS’ PERSONAL INFORMATION**

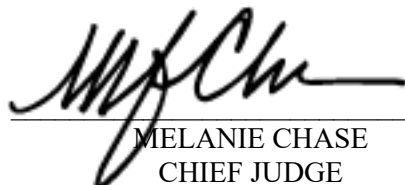
WHEREAS, Florida Rule of General Practice and Judicial Administration 2.420(c)(7) deems all records made confidential under Florida law are confidential and exempt from public records disclosure; and

WHEREAS, section 119.071(4)(d)2.e., Florida Statutes, provides, “The home addresses, dates of birth, and telephone numbers of current or former justices of the Supreme Court, district court of appeal judges, circuit court judges, and county court judges and current judicial assistants; the names, home addresses, telephone numbers, dates of birth, and places of employment of the spouses and children of current or former justices and judges and current judicial assistants; and the names and locations of schools and day care facilities attended by the children of current or former justices and judges and of current judicial assistants are exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution;”

It is hereby **ORDERED**:

- I. The Eighteenth Circuit’s current or former circuit court judges and county court judges and current judicial assistants will utilize the Notice of Confidential Information Within Court Filing, attached to this Administrative Order as “Attachment A,” to notify the Clerk of Court of the filing of any of their confidential information enumerated in section 119.071(4)(d)2.e. in a court file.
- II. The Notice of Confidential Information Within Court Filing may be filed in a court file without being served upon the parties to the particular case in which the Notice is filed. Fla. R. Gen. Prac. & Jud. Admin. 2.516(a)(3).
- III. Upon the filing of such Notice, the information deemed confidential in section 119.071(4)(d)2.e., Florida Statutes, shall be maintained as such by the Clerk of Court, and the Notice itself shall also be maintained as confidential.
- IV. This Administrative Order shall take effect immediately.

DONE AND ORDERED this 15th day of October, 2026.



MELANIE CHASE
CHIEF JUDGE

DISTRIBUTION:

All Circuit and County Judges (Brevard and Seminole Counties)

Court Administration (Brevard and Seminole Counties)

Clerk of Court (Brevard and Seminole Counties)

State Attorney (Brevard and Seminole Counties)

Public Defender (Brevard and Seminole Counties)

Sheriff (Brevard and Seminole Counties)

Bar Association (Brevard and Seminole Counties)

Law Library (Brevard and Seminole Counties)

County Attorney (Brevard and Seminole Counties)

ATTACHMENT A

IN THE CIRCUIT COURT FOR THE EIGHTEENTH JUDICIAL CIRCUIT
IN AND FOR _____ COUNTY, FLORIDA

CASE NO.: _____

_____,
Plaintiff/Petitioner,

vs.

_____,
Defendant/Respondent.

_____/

NOTICE OF CONFIDENTIAL INFORMATION WITHIN COURT FILING

Pursuant to Administrative Order 26-36, Florida Rule of General Practice and Judicial Administration 2.420(c)(7), and section 119.071(4)(d)2.e., Florida Statutes, I hereby certify that the following document(s) filed in the above-captioned case contains confidential and exempt information under Florida law:¹

DOC. #	DATE FILED	DOCUMENT TITLE
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Information to be Redacted from Document:

Judge or JA's:

- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____

Spouse's:

- ☐ Name: _____
- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____
- ☐ Place of Employment: _____

¹ To the extent more than one document filed in this case contains confidential and exempt information, those documents are listed on the additional pages provided and attached to this Notice.

ATTACHMENT A

Child(ren)'s:

- ☐ Name(s): _____
 - ☐ Home Address: _____
 - ☐ Date(s) of Birth: _____
 - ☐ Telephone Number(s): _____
 - ☐ Place(s) of Employment: _____
 - ☐ Name(s) and Location(s) of School/Daycare Facility: _____
- _____

Pursuant to Administrative Order No. 26-36, this Notice of Confidential Information Within Court Filing shall be maintained as confidential by the Clerk of Court, and is not required to be served upon the parties to this case.²

Circuit/County Judge or Judicial Assistant's Signature

Circuit/County Judge or Judicial Assistant's Name

Date

² Administrative Order 26-36 only applies to Court Records and not Official Records. Any request to redact confidential information contained in Official Records must be made by contacting the Seminole County or Brevard County Clerk of the Court.

ATTACHMENT A

ADDITIONAL DOCUMENTS:

DOC. #	DATE FILED	DOCUMENT TITLE
_____	_____	_____

Information to be Redacted from Document:

Judge or JA's:

- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____

Spouse's:

- ☐ Name: _____
- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____
- ☐ Place of Employment: _____

Child(ren)'s:

- ☐ Name(s): _____
- ☐ Home Address: _____
- ☐ Date(s) of Birth: _____
- ☐ Telephone Number(s): _____
- ☐ Place(s) of Employment: _____
- ☐ Name(s) and Location(s) of School/Daycare Facility: _____
- _____

DOC. #	DATE FILED	DOCUMENT TITLE
_____	_____	_____

Information to be Redacted from Document:

Judge or JA's:

- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____

ATTACHMENT A

Spouse's:

- ☐ Name: _____
- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____
- ☐ Place of Employment: _____

Child(ren)'s:

- ☐ Name(s): _____
- ☐ Home Address: _____
- ☐ Date(s) of Birth: _____
- ☐ Telephone Number(s): _____
- ☐ Place(s) of Employment: _____
- ☐ Name(s) and Location(s) of School/Daycare Facility: _____

DOC. #	DATE FILED	DOCUMENT TITLE

Information to be Redacted from Document:

Judge or JA's:

- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____

Spouse's:

- ☐ Name: _____
- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____
- ☐ Place of Employment: _____

Child(ren)'s:

- ☐ Name(s): _____
- ☐ Home Address: _____
- ☐ Date(s) of Birth: _____

ATTACHMENT A

- ☐ Telephone Number(s): _____
- ☐ Place(s) of Employment: _____
- ☐ Name(s) and Location(s) of School/Daycare Facility: _____
- _____

DOC. #	DATE FILED	DOCUMENT TITLE

Information to be Redacted from Document:

Judge or JA's:

- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____

Spouse's:

- ☐ Name: _____
- ☐ Home Address: _____
- ☐ Date of Birth: _____
- ☐ Telephone Number: _____
- ☐ Place of Employment: _____

Child(ren)'s:

- ☐ Name(s): _____
- ☐ Home Address: _____
- ☐ Date(s) of Birth: _____
- ☐ Telephone Number(s): _____
- ☐ Place(s) of Employment: _____
- ☐ Name(s) and Location(s) of School/Daycare Facility: _____
- _____