

INSTRUCTIONS FOR FLORIDA RULE OF JUDICIAL ADMINISTRATION 2.545(d),
NOTICE OF RELATED CASES

Who should complete this form?

This form must be filed by the petitioner with the initial pleading in any of the following family case types:

- dissolution of marriage/divorce
- annulment
- support unconnected with dissolution of marriage
- paternity
- child support
- UIFSA (or “Uniform Interstate Family Support Act”)
- child custody or child visitation
- adoption
- name change
- declaratory judgment actions related to marital or postmarital agreements
- civil domestic violence or repeat violence
- dating violence
- sexual violence injunctions
- juvenile dependency
- termination of parental rights
- juvenile delinquency
- emancipation of a minor
- marriage license for a minor
- CINS/FINS (“Children in Need of Services” or “Family in Need of Services”)
- truancy
- modification or enforcement of any court orders entered in any of the above cases.

When is another case “related”?

Another case may be “related” and should be included on this form if any of the following apply:

- it involves any of the same parties, children or issues and it is pending at the time the petitioner files any of the above cases; or
- it affects the court’s jurisdiction to proceed; or
- an order was entered in that case that may conflict with an order on the same issues in the new case; or
- an order in the new case may conflict with an order in the earlier litigation.

Please Note: Cases for a Judicial Waiver of Parental Notice of Termination of Pregnancy are not related cases and should not be included on any Notice of Related Cases Form.

If you believe you have more than one related case, please complete a separate form for each case. If you are not sure if another case is related, you should complete the form and let the court decide whether or not coordination of the cases is warranted.

Why is it important to complete this form?

Florida Rule of Judicial Administration 2.545(d) requires this form to be filed with the court if a related case is “known or reasonably ascertainable.” The filing of this form will ensure that the court is aware of other related cases. This information will help prevent the court from issuing an order that conflicts with another court order that may have been issued, as well as coordinate hearings, where possible, so that less trips to the courthouse are necessary.

What should I do after completing this form?

After completing this form, the petitioner must file this form with the court and then serve a copy on the following:

- all the parties in the related case

IN THE CIRCUIT COURT OF THE FIRST JUDICIAL CIRCUIT
IN AND FOR ESCAMBIA COUNTY, FLORIDA

Petitioner, CASE NUMBER: _____
And

Respondent.

NOTICE OF RELATED CASES

Please complete all sections which apply:

[] MINOR CHILD(REN) OF ANY OF THE PARTIES:

Name: _____ DOB: _____

Name: _____ DOB: _____

Name: _____ DOB: _____

Name: _____ DOB: _____

[] RELATED CASE

Case No.: _____ County: _____

Case Name: _____
(e.g., Smith v. Jones; In Re: the matter of R. S.; State v. Smith; etc.)

Case Type: [] Dissolution of Marriage [] Paternity [] Child Support [] URESA
[] Juvenile Dependency [] Juvenile Delinquency [] Domestic Violence Injunction
[] CINS/FINS [] Other Petition: _____

Where was it filed? _____ Approximate date filed: _____

How may the case be related? _____

Will assignment to one judge or another method of coordination conserve judicial resources and promote efficient determination of the action? [] Yes [] No

Name of Person Completing This Form: _____
(please print)

Signature: _____ Date: _____
Title (if applicable): _____ Bar Number (if applicable): _____