

**IN THE CIRCUIT COURT OF THE THIRD JUDICIAL CIRCUIT,  
IN AND FOR THE STATE OF FLORIDA**

**ADMINISTRATIVE ORDER NO. 2021-005**

**CASE NO:**

**Plaintiff(s)**

**v.**

**Defendant(s)**

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**THIRD JUDICIAL CIRCUIT STANDING ORDER IN CIVIL CASES**

PURSUANT to Florida Rule of Civil Procedure 1.200(a), Florida Rule of Judicial Administration 2.545, and the Third Judicial Circuit Administrative Order 2021-004 entered by the Chief Judge of this Circuit, the parties are ordered to adhere to the following information and procedures applicable to civil lawsuits:

1. **SERVICE OF THIS ORDER:** The Plaintiff is directed to serve a copy of this order with each Summons issued in this case. One copy of this Order is to be filed with the Clerk of the Circuit Court with proof of service.
2. **CIVIL CASE MANAGEMENT SYSTEM:** The Supreme Court of Florida has established guidelines for the prompt processing and resolution of civil cases. This Court has adopted a case management system to help meet those guidelines. In contested cases (other than foreclosures, involuntary commitment of sexually violent predators (Jimmy Ryce Act) and eminent domain cases), the parties are required to participate in the case management system. The case management system requires early consultation and cooperation among the parties, early interaction with a Civil Case Manager and early involvement by the Court. The

Case Management Plan requires the parties to adhere to case specific compliance deadlines, confer in a good faith attempt to narrow the matters in controversy, and identify the issues that require direct involvement by the Court. All parties are required to be familiar with Third Judicial Circuit Administrative Order 2021-004, Florida Rules of Civil Procedures 1.070 and 1.201, and Florida Rule of Judicial Administration 2.545 and 2.250, all of which may be located and accessed at the Court's website. <https://thirdcircuitfl.org>.

The Court will issue a Case Management Order on or before 30 days from the date of service of the last defendant. For cases subject to a statutory stay or moratorium preventing prosecution of the case, the Court will issue a Case Management Order within 45 days after the stay or moratorium ends or within 30 days after service of the Complaint on the last of all named defendants, whichever date is later. If a case management conference is scheduled, attendance by trial counsel and those parties who are not represented by counsel is *mandatory*.

3. ALTERNATIVE DISPUTE RESOLUTION (ADR): ADR provides parties with an out-of-court alternative to settling disagreements. The Court requires the parties to participate in ADR prior to trial. Mediation is mandatory unless the parties agree to another form of ADR. Mediation is a conference at which an independent third party attempts to arrange a settlement between the parties.

DONE AND ORDERED in Chambers in Lake City, Columbia County, Florida this 29<sup>th</sup> day of April, 2021.

  
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MARK E. FEAGLE, Chief Circuit Judge