<<COURT\_NAME>>

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| <<PROVIDER\_SUITNAME>>,  a/a/o <<INJUREDPARTY\_NAME>>    Plaintiff,  vs.  <<INSURANCECOMPANY\_SUITNAME>>  Defendant. | Case No.  <<INDEXORAAA\_NUMBER>> |

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**STANDING ORDER FOR CIVIL CASES IN CHARLOTTE COUNTY**

PURSUANT to Florida Rule of Civil Procedure 1.200(a), Florida Rule of. Judicial Administration 2.545, and Administrative Order 1.13 entered by the Chief Judge of this Circuit, the parties are ordered to adhere to the following information and procedures applicable to civil lawsuits:

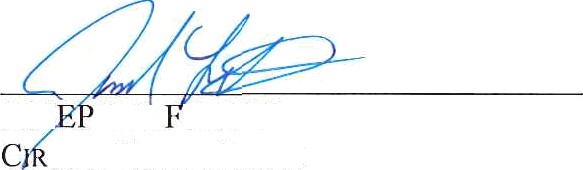
1. **SERVICE OF THIS ORDER.** The Plaintiff is directed to serve a copy of this order with each Summons issued in this case. One copy of this Order is to be filed with the Clerk of the Circuit Court with the issuance of the Summons. The Plaintiff Small pay the appropriate statutory clerk’s fees on copies for each Standing Order issued and attached to the Summons.
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 systems to help meet those guidelines. In contested cases the parties are required to participate in the case management system. The case management system requires early consultation and cooperation among the parties for the preparation and submission of an Agreed Case Management Plan, early interaction with a Civil Case Manager and early involvement by the Court. The Agreed Case Management Plan requires the parties to identify a case track, confer in a good faith attempt to narrow the matters in controversy, identify the issues that require direct involvement by the Court, and establish a schedule for addressing those issues.' The Agreed Case Management Plan may be accessed at the Court’s website at: [http://ca.cjis20.org/home/charlotte/chardem.asp](http://cv.ca.cjis20.org/home/cliarlotte/cliardcm.asp)

Unless all of the Defendants have been served and have been defaulted, an Agreed Case Management Plan will be submitted to the Court, attention Civil Case Manager’, at the Charlotte County Justice Center’, 350 E. Marion Avenue, Punta Gorda, Florida 33950, on or before 150 days from the date of filing the initial complaint. If the parties are unable to agree on an Agreed Case Management Plan, a case management conference will be scheduled by the Court. If a case management conference is scheduled, attendance by trial counsel and those parties who are not represented by counsel is mandatory.

' Case Track options include Expedited, Standard, or Complex. Case Tracks have been established iii order to comply with the case disposition standards set forth in Florida Ru les of Judicial Administration 2.250(a)1)(B).

1. **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 stipulate to non-binding arbitration in lieu of mediation. Mediation is a conference at which an independent third party attempts to arrange a settlement between the parties.
2. **RULES OF PROFESSIONALISM.** The Twentieth Judicial Circuit has adopted Administrative Order 2.20, which sets forth standards of professional courtesy and conduct for all counsel or pro-se litigants practicing within the Circuit. The Court requires that all familiarize themselves and comply with Administrative Order 2.20. Administrative Order 2.20 may be viewed on the Court’s website at [www.ca.cjis20.org/web/main/ao\_admin.asp](http://www.ca.cjis20.oi/)

**DONE AND ORDERED** in Punta Gorda, Charlotte County, on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_



JOS. H G' OSTER

CUIT COURT JUDGE