
**ADMINISTRATIVE ORDERS
FROM FLORIDA'S FIRST DISTRICT COURT OF APPEAL
[ALL-IN-ONE DOCUMENT]**

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AO 95-1 | FLORIDA 1DCA

YEAR: 1995

NUMBER: 1

TITLE: IN RE ASSIGNMENT OF CASES TO COURT DIVISIONS

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, Fl. 32399

Telephone (904) 488-6151

DATE June 20, 1995

Administrative Order:

In re Assignment of Cases to Court Divisions, 95-1

BY ORDER OF THE COURT:

Pursuant to Section 43.30, Florida Statutes, and the affirmative vote of a majority of the judges of this court, Administrative Order 94-2, dated October 3, 1994, is amended by adding the following provisions regarding the assignment of cases to the Administrative Division:

1. All cases involving a challenge to any tax assessment by state or local government, whether filed in circuit court or as an administrative action, shall be assigned to the Administrative Division;

2. All cases involving a state agency's authority to act and required procedure, including constitutional challenges to statutes or rules that purport to provide for such authority or procedure, shall be assigned to the Administrative Division, except that

(a) actions involving the collection of child support by the Department of Revenue and

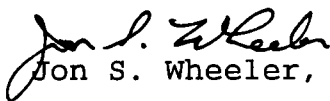
(b) actions involving child dependency where the Department

of Health and Rehabilitative Services is a party shall not be assigned to the Administrative Division.

In the event of any doubt, the Chief Judge shall have sole discretion to decide where to assign a case. The assignment of cases to a division is not jurisdictional, and a claim that a case was decided by the "wrong" division shall not be the basis for reconsideration of the case.

Witness the Honorable E. Earle Zehmer, Chief Judge of the First District Court of Appeal and the Seal of said Court, at Tallahassee, Florida, this 20th day of June 1995.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.


Jon S. Wheeler, Clerk

By: _____
Deputy Clerk

Copies:

AO 96-3 | FLORIDA 1DCA

YEAR: 1996

NUMBER: 3

TITLE: IN RE APPELLATE MEDIATION AND CASE MANAGEMENT

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399

Telephone (904) 488-6151

DATE June 14, 1996

Administrative Order:

In re Appellate Mediation and Case Management, 96-3

BY ORDER OF THE COURT:

Pursuant to the approval of the Florida Supreme Court by Administrative Order dated December 19, 1995, the court hereby establishes the following procedures for implementation of appellate mediation and case management effective July 1, 1996:

1. The court may direct the parties or attorneys for the parties to appear before the court, a judge of the court, or a conference officer appointed by the court for mediation or case management conference to consider possibility of settlement, simplification of issues, and such other matters as may aid the parties or the court in disposition of the case. The court, judge, or conference officer may make an order that:

(1) recites the action taken at the conference including any agreements made by counsel as to any of the matters considered;

(2) limits the issues to those not disposed of by agreement of counsel; or

(3) sets forth the procedure and time limits for conducting mediation as directed by the court in light of the particular circumstances of each case. With the consent of all parties, mediation may be conducted by a private mediator selected by the parties and approved by the court at the cost of the parties.

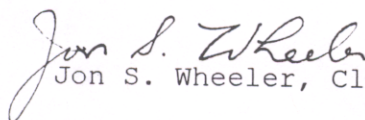
2. When entered, such order controls the subsequent proceeding,

unless modified by the court to prevent manifest injustice. All proceedings involving appellate mediation shall be confidential.

3. Attorneys for appellants whose cases are subject to consideration for mediation shall serve upon the Mediation Officer, in accordance with directions from the Mediation Officer, a Preliminary Mediation Information form, which form will be sent to those attorneys for completion after the notice of appeal is filed with the court.

Witness the Honorable Edward T. Barfield, Chief Judge of the First District Court of Appeal, and the Seal of said Court, at Tallahassee, Florida, this 14th day of June 1996.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.


Jon S. Wheeler, Clerk

By: _____
Deputy Clerk

Copies: Chief Justice Gerald Kogan, Florida Supreme Court
First District Court of Appeal Judges
Honorable Shirley Walker, Chief Judge of Compensation Claims
Clerk, Florida Supreme Court
Kenneth R. Palmer, State Courts Administrator
John F. Harkness, Jr., Executive Director of the Florida Bar
Michael J. Whetstone, Legal Counsel, West Publishing Company



AO 96-6 | FLORIDA 1DCA

YEAR: 1996

NUMBER: 6

TITLE: 1997 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399

Telephone (904) 488-6151

Date: December 30, 1996

Administrative Order 96-6

In re: 1997 Holidays Observed by the District Court of Appeal, First District:

New Year's Day, Wednesday, January 1, 1997
Martin Luther King, Jr.'s birthday, Monday, January 20, 1997
Good Friday, Friday, March 28, 1997*
Memorial Day, Monday, May 26, 1997
Independence Day, Friday, July 4, 1997
Labor Day, Monday, September 1, 1997
Rosh Hashanah, Thursday, October 2, 1997*
Veteran's Day, Tuesday, November 11, 1997
Thanksgiving Day, Thursday, November 27, 1997
Day after Thanksgiving, Friday, November 28, 1997
Christmas Day, Thursday, December 25, 1997
Day after Christmas, Friday, December 26, 1997**

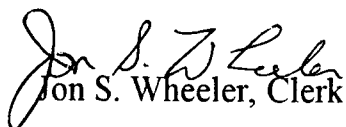
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

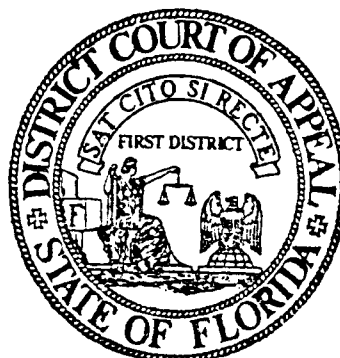
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Edward T. Barfield, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 30th day of December, 1996.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.


Jon S. Wheeler, Clerk



By: _____
Deputy Clerk

Copies: Chief Justice Gerald Kogan, Florida Supreme Court
First District Court of Appeal Judges
Kenneth R. Palmer, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 97-2 | FLORIDA 1DCA

YEAR: 1997

NUMBER: 2

TITLE: 1998 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399

Telephone (904) 488-6151

Date: November 5, 1997

Administrative Order 97-2

In re: 1998 Holidays Observed by the District Court of Appeal, First District:

New Year's Day, Thursday, January 1, 1998
Day after New Year's Day, Friday, January 2, 1998**
Martin Luther King, Jr. birthday, Monday, January 19, 1998
Good Friday, Friday, April 10, 1998*
Memorial Day, Monday, May 25, 1998
Independence Day, Friday, July 3, 1998
Labor Day, Monday, September 7, 1998
Rosh Hashanah, Monday, September 21, 1998*
Yom Kippur, Wednesday, September 30, 1998*
Veterans Day, Wednesday, November 11, 1998
Thanksgiving, Thursday, November 26, 1998
Day after Thanksgiving, Friday, November 27, 1998
Christmas, Friday, December 25, 1998

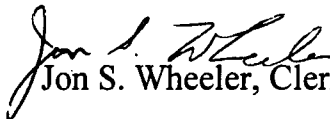
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

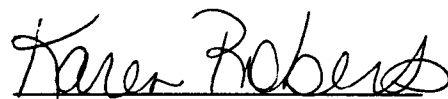
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

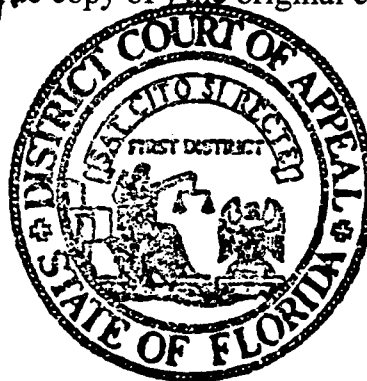
The court will be closed on these above-listed holidays and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Edward T. Barfield, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 5th day of November, 1997.

I HEREBY CERTIFY that the foregoing is (a ~~true~~ copy of) the original court order.


Jon S. Wheeler, Clerk

By: 
Deputy Clerk



Copies: Chief Justice Gerald Kogan, Florida Supreme Court
First District Court of Appeal Judges
Kenneth R. Palmer, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
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AO 98-3 | FLORIDA 1DCA

YEAR: 1998

NUMBER: 3

TITLE: ABOLISHMENT OF COURT DIVISIONS

PAGES: 1

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399

Telephone (850) 488-6151

Date: December 15, 1998

Administrative Order 98-3
In re: Abolishment of Court Divisions

BY ORDER OF THE COURT:

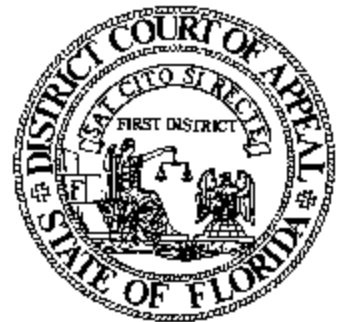
Pursuant to Section 43.30, Florida Statutes, and the affirmative vote of a majority of the judges of this court on September 23, 1998, Administrative Orders 94-2 dated October 3, 1994, as amended by Administrative Order 95-1 dated June 20, 1995, and Administrative Order 95-2 dated January 31, 1996, are rescinded effective January 1, 1999, and effective that date this court will dispense with separate divisions.

Witness the Honorable Edward T. Barfield, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 15th day of December, 1998.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Major B. Harding, Florida Supreme Court
First District Court of Appeal Judges
Kenneth R. Palmer, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)
Lexis-Nexis



AO 00-4 | FLORIDA 1DCA

YEAR: 2000

NUMBER: 4

TITLE: PREPARATION OF RECORDS IN REVIEW OF PROCEEDINGS IN
COLLATERAL OR POST-CONVICTION CRIMINAL CASES

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: November 8, 2000

Administrative Order 00-4

In re: Preparation of Records in Review of Proceedings in Collateral or Post-Conviction
Criminal Cases

BY ORDER OF THE COURT:

Pursuant to Florida Rule of Appellate Procedure 9.141(b)(2)(B) effective January 1, 2001, and consistent with this court's opinion in *Summers v. State*, 570 So. 2d 990 (Fla. 1st DCA 1990), circuit court clerks in preparing records pursuant to Florida Rule of Appellate Procedure 9.141, Review Proceedings in Collateral Post-Conviction Criminal Cases, shall index and paginate the record and send copies of the index to the parties. This administrative order continues the current requirements pursuant to *Summers* for pagination and indexing of records prepared pursuant to current Florida Rule of Appellate Procedure 9.140(i).

Witness the Honorable Edward T. Barfield, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 8th day of

November, 2000.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk



Copies: Chief Justice Charles T. Wells, Florida Supreme Court
First District Court of Appeal Judges
Kenneth R. Palmer, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern 2nd Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The
Florida Law Weekly)

AO 01-1 | FLORIDA 1DCA

YEAR: 2001

NUMBER: 1

TITLE: 2002 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399
Telephone (850) 488-6151

Date: July 13, 2001

Administrative Order 01-1

In re: 2002 Holidays Observed by the District Court of Appeal, First District:

New Year's Day, Tuesday, January 1, 2002
Martin Luther King, Jr. birthday, Monday, January 21, 2002
Good Friday, Friday, March 29, 2002*
Memorial Day, Monday, May 27, 2002
Independence Day, Thursday, July 4, 2002
Labor Day, Monday, September 2, 2002
Yom Kippur, Monday, September 16, 2002*
Veterans Day, Monday, November 11, 2002
Thanksgiving, Thursday, November 28, 2002
Day after Thanksgiving, Friday, November 29, 2002
Christmas Eve, Tuesday, December 24, 2002**
Christmas, Wednesday, December 25, 2002

*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System
Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Michael E. Allen, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 13th day of July, 2001.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Wells, Florida Supreme Court
First District Court of Appeal Judges
Mignon Beranek, Deputy State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)



AO 01-2 | FLORIDA 1DCA

YEAR: 2001

NUMBER: 2

TITLE: ORAL ARGUMENT BY VIDEO TELECONFERENCING

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399
Telephone (850) 488-6151

Date: November 5, 2001

Administrative Order 01-2

In re: Oral Argument By Video Teleconferencing

BY ORDER OF THE COURT:

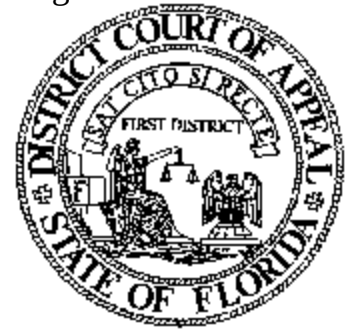
Effective January 1, 2002, the Court will temporarily discontinue the use of video teleconferencing for oral arguments. This is necessary because of significant and repeated technical difficulties the Court has experienced during oral arguments conducted by video teleconferencing. Although the Court is mindful of the advantages and cost savings associated with the use of video teleconferencing for oral arguments, a temporary suspension of this medium is necessary in order to address the technical problems. It is expected that once the technical difficulties have been identified and corrected, the Court will reinstitute the use of teleconferencing for oral arguments. A new administrative order will be issued when the Court is prepared to re-establish oral arguments through video teleconferencing. Administrative Order 94-1 dated October 3, 1994, and Administrative Order 96-4

dated December 19, 1996, are suspended until oral argument by video teleconferencing is reactivated by an administrative order of this Court.

Witness the Honorable Michael E. Allen, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 5th day of November, 2001.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk



Copies: Chief Justice Charles T. Wells, Florida Supreme Court
First District Court of Appeal Judges
Mignon Beranek, Deputy State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
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AO 02-1 | FLORIDA 1DCA

YEAR: 2002

NUMBER: 1

TITLE: APPELLATE MEDIATION

PAGES: 1

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399
Telephone (850) 488-6151

Date: January 9, 2002

Administrative Order 02-1

In re: Appellate Mediation

BY ORDER OF THE COURT:

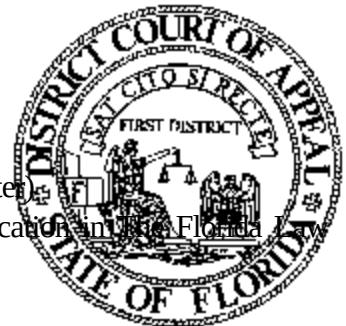
By the affirmative vote of a majority of the judges of this court and as necessitated by recent severe budgetary constraints, the First District Court of Appeal appellate mediation program as provided for in Administrative Order 96-3 dated June 14, 1996, is abolished effective January 1, 2002. Those portions of Administrative Order 96-3 dealing with appellate mediation are rescinded effective January 1, 2002.

Witness the Honorable Michael E. Allen, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 9th day of January, 2002.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Wells, Florida Supreme Court
First District Court of Appeal Judges
Rob Lubitz, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in the Florida
Weekly)



AO 02-2 | FLORIDA 1DCA

YEAR: 2002

NUMBER: 2

TITLE: PREPARATION OF RECORDS IN REVIEW OF PROCEEDINGS IN
COLLATERAL OR POST-CONVICTION CRIMINAL CASES

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: January 18, 2002

Administrative Order 02-2

In re: Preparation of Records in Review of Proceedings in Collateral or Post-Conviction Criminal Cases

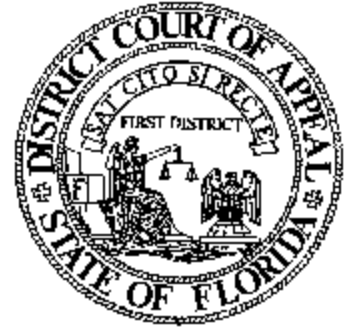
BY ORDER OF THE COURT:

This court's Administrative Order 00-4, issued November 8, 2000, is withdrawn and the following Administrative Order is issued:

Pursuant to Florida Rule of Appellate Procedure 9.141(b)(2)(B) effective immediately, and consistent with this court's opinion in *Summers v. State*, 570 So. 2d 990 (Fla. 1st DCA 1990), circuit court clerks in preparing records pursuant to Florida Rule of Appellate Procedure 9.141, Review Proceedings in Collateral Post-Conviction Criminal Cases, shall index and paginate the record and send copies of the index and record to the parties. This administrative order continues the current requirements pursuant to *Summers*.

Witness the Honorable Michael E. Allen, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 18th day of January, 2002.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.



Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Wells, Florida Supreme Court
First District Court of Appeal Judges
Rob Lubitz, State Courts Administrator
Each Clerk of Court for the Circuit and County Courts in the 1st, 2nd, 3rd,
4th, 8th and 14th Judicial Circuits
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern 2nd Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)
Honorable Nancy Daniels, Public Defender, Second Judicial Circuit
James W. Rogers, Assistant Attorney General, Criminal Appeals Bureau
Chief

AO 02-3 | FLORIDA 1DCA

YEAR: 2002

NUMBER: 3

TITLE: OFFICE HEADQUARTERS FOR JUDGES OF DISTRICT COURT OF
APPEAL, FIRST DISTRICT

PAGES: 1

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: June 11, 2002

Administrative Order 02-3

In re: Official Headquarters for Judges of District Court of Appeal, First District

BY ORDER OF THE COURT:

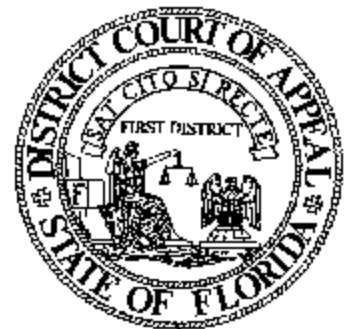
By a vote of a majority of the judges of this court, this court's Administrative Order 00-3, dated September 20, 2000, entitled "Designation of Official Headquarters for Judges of District Court of Appeal, First District" is rescinded.

Witness the Honorable Michael E. Allen, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 11th day of June, 2002.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Wells, Florida Supreme Court
First District Court of Appeal Judges
Rob Lubitz, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern 2nd Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)



AO 02-4 | FLORIDA 1DCA

YEAR: 2002

NUMBER: 4

TITLE: 2003 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399
Telephone (850) 488-6151

Date: July 25, 2002

Administrative Order 02-4

In re: 2003 Holidays Observed by the District Court of Appeal, First District:

New Year's Day, Wednesday, January 1, 2003
Martin Luther King, Jr. Birthday, Monday, January 20, 2003
Good Friday, Friday, April 18, 2003*
Memorial Day, Monday, May 26, 2003
Independence Day, Friday, July 4, 2003
Labor Day, Monday, September 1, 2003
Yom Kippur, Monday, October 6, 2003*
Veterans Day, Tuesday, November 11, 2003
Thanksgiving, Thursday, November 27, 2003
Day after Thanksgiving, Friday, November 28, 2003
Christmas, Thursday, December 25, 2003
Friday after Christmas, Friday, December 26, 2003**

*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System
Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

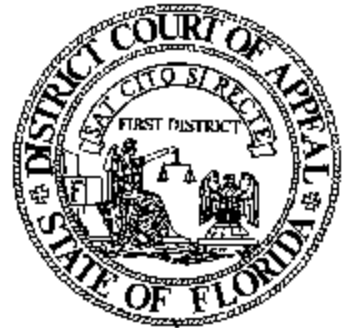
The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Michael E. Allen, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 25th day of July, 2002.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Harry Lee Anstead, Florida Supreme Court
First District Court of Appeal Judges
Rob Lubitz, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)



AO 03-1 | FLORIDA 1DCA

YEAR: 2003

NUMBER: 1

TITLE: ORAL ARGUMENT BY VIDEO TELECONFERENCING

PAGES: 3

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399
Telephone (850) 488-6151

March 5, 2003

Administrative Order 03-1

In re: Oral Argument by Video Teleconferencing

BY ORDER OF THE COURT:

Effective July 1, 2003, the court will again make video teleconferencing available as a medium for oral arguments. Video teleconferencing of oral arguments will be available from the following court facilities: Second District Court of Appeal, Tampa branch; Third District Court of Appeal, Miami; Fourth District Court of Appeal, West Palm Beach; Fifth District Court of Appeal, Daytona Beach; Fourth Judicial Circuit In and for Duval County, Jacksonville; and the First Judicial Circuit In and For Escambia County, Pensacola. A party desiring to make use of video teleconferencing for oral argument must designate the single remote facility from which the parties wish to present their arguments and must indicate that the request has been coordinated with and consented to by the opposing counsel. The request for use of video teleconferencing must be included in the request/motion for oral argument. Any request for oral argument by video teleconferencing not indicating the consent of both counsel will be considered by the court as a request for oral argument to be conducted

live before the court in Tallahassee.

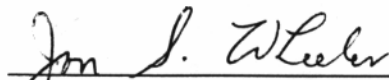
If oral argument is ordered to be conducted on the video teleconferencing network, the requesting party will be required to submit to the clerk of the court, within 10 days of the date of the order granting oral argument, a fee in the amount specified in the order to cover the costs of the video teleconferencing for that argument, as provided in Section 35.22(7), Fla. Stat. (2002). The fee will be taxable as costs in favor of the prevailing party in accordance with Florida Rule of Appellate Procedure 9.400. Failure to timely remit the fee will be deemed a waiver of the request for oral argument. After a case has been set for oral argument and the fee has been paid, the fee will be nonrefundable if oral argument is cancelled at the request of the parties. The fee will be refundable if oral argument is cancelled by the court.

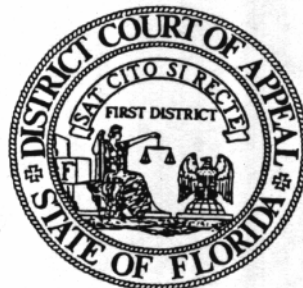
The court may, on its own motion, require that oral argument be conducted in Tallahassee even though video teleconferencing is requested. The court will continue to schedule live oral arguments throughout the district as provided in Section 35.11, Fla. Stat. (2002).

Administrative Order 01-2 dated November 5, 2001, is withdrawn.

Witness the Honorable Michael E. Allen, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 5th day of March, 2003.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.


Jon S. Wheeler, Clerk



Copies: Chief Justice Harry Lee Anstead, Florida Supreme Court
Chief Judges of 2nd, 3rd, 4th and 5th District Courts of Appeal
First District Court of Appeal Judges
Rob Lubitz, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

AO 03-2 | FLORIDA 1DCA

YEAR: 2003

NUMBER: 2

TITLE: 2004 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399
Telephone (850) 488-6151

Date: March 18, 2004

Administrative Order 03-2

CORRECTED

In re: 2004 Holidays Observed by the District Court of Appeal, First District:

New Year's Day, Thursday, January 1, 2004
Day after New Year's Day, Friday, January 2, 2004**
Martin Luther King, Jr. Birthday, Monday, January 19, 2004
Good Friday, Friday, April 9, 2004*
Memorial Day, Monday, May 31, 2004
Independence Day, Monday, July 5, 2004
Labor Day, Monday, September 6, 2004
Rosh Hashanah, Thursday, September 16, 2004*
Veterans Day, Thursday, November 11, 2004
Thanksgiving, Thursday, November 25, 2004
Day after Thanksgiving, Friday, November 26, 2004
Day before Christmas, Friday, December 24, 2004
Day before New Year's Day, Friday, December 31, 2004

*These legal holidays are designated by the Chief Judge of this court pursuant to State
Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel
Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable James R. Wolf, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 26th day of August, 2003.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Harry Lee Anstead, Florida Supreme Court
First District Court of Appeal Judges
Lisa Goodner, State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)



AO 04-1 | FLORIDA 1DCA

YEAR: 2004

NUMBER: 1

TITLE: 2005 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: September 3, 2004

CORRECTED

Administrative Order 04-1

In re: 2005 Holidays Observed by the Florida District Court of Appeal, First District:

Martin Luther King, Jr. Birthday, Monday, January 17, 2005
Good Friday, Friday, March 25, 2005*
Memorial Day, Monday, May 30, 2005
Independence Day, Monday, July 4, 2005
Labor Day, Monday, September 5, 2005
Rosh Hashanah, Tuesday, October 4, 2005*
Yom Kippur, Thursday, October 13, 2005*
Veterans Day, Friday, November 11, 2005
Thanksgiving, Thursday, November 24, 2005
Day after Thanksgiving, Friday, November 25, 2005
Day before Christmas Eve, Friday, December 23, 2005**
Day after Christmas, Monday, December 26, 2005

*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

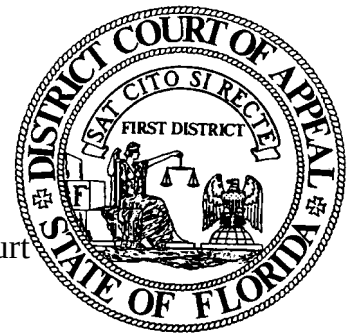
The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable James R. Wolf, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 3rd day of September, 2004.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Barbara J. Pariente, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
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AO 05-1 | FLORIDA 1DCA

YEAR: 2005

NUMBER: 1

TITLE: 2006 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: August 26, 2005

Administrative Order 05-1

In re: 2006 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day (observed)	Monday, January 2, 2006
Martin Luther King, Jr. Birthday	Monday, January 16, 2006
Good Friday	Friday, April 14, 2006*
Memorial Day (observed)	Monday, May 29, 2006
Independence Day	Tuesday, July 4, 2006
Labor Day	Monday, September 4, 2006
Yom Kippur	Monday, October 2, 2006*
Veterans Day (observed)	Friday, November 10, 2006
Thanksgiving	Thursday, November 23, 2006
Day after Thanksgiving	Friday, November 24, 2006
Christmas Day	Monday, December 25, 2006
Day after Christmas Day	Tuesday, December 26, 2006**

*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

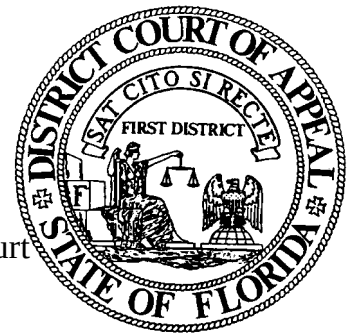
The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Charles J. Kahn, Jr., Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 26th day of August, 2005.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Barbara J. Pariente, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
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AO 06-1 | FLORIDA 1DCA

YEAR: 2006

NUMBER: 1

TITLE: 2007 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: August 21, 2006

Administrative Order 06-1

In re: 2007 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Monday, January 1, 2007
Martin Luther King, Jr. Birthday	Monday, January 15, 2007
Good Friday	Friday, April 6, 2007*
Memorial Day (observed)	Monday, May 28, 2007
Independence Day	Wednesday, July 4, 2007
Labor Day	Monday, September 3, 2007
Rosh Hashanah	Thursday, September 13, 2007*
Veterans Day (observed)	Monday, November 12, 2007
Thanksgiving	Thursday, November 22, 2007
Day after Thanksgiving	Friday, November 23, 2007
Day before Christmas Day	Monday, December 24, 2007**
Christmas Day	Tuesday, December 25, 2007

*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

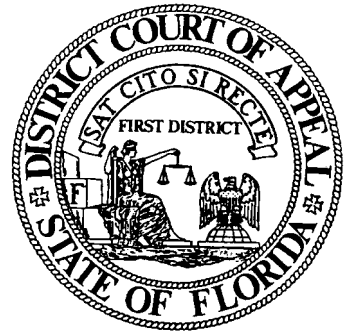
The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Charles J. Kahn, Jr., Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 21st day of August, 2006.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice R. Fred Lewis, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)



AO 07-1 | FLORIDA 1DCA

YEAR: 2007

NUMBER: 1

TITLE: ELECTRONIC FILING OF BRIEFS

PAGES: 3

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850

Telephone (850) 488-6151

Date: June 11, 2007

Administrative Order 07-1

In re: Electronic Filing of Briefs

BY ORDER OF THE COURT:

Effective for all proceedings assigned case number 1D07-3000 and higher:

1) As well as filing with this court the original paper version of a document, all attorneys are required and pro se litigants are encouraged to send the court an electronic copy by email (instead of on diskette) when filing the following documents:

a. All briefs filed pursuant to Florida Rules of Appellate Procedure 9.110, 9.130, 9.140, 9.141, 9.145, 9.146, 9.160, and 9.180.

b. All petitions, responses, and replies in original proceedings filed pursuant to Florida Rules of Appellate Procedure 9.100 and 9.141(c).

c. No other documents shall be electronically filed without prior leave of the court. Any other document or email sent to this court will be deleted without action or response from the court.

2) Use of the electronic filing procedure for briefs being filed by attorneys or pro se litigants in cases lower than 1D07-3000 is not required but highly desirable and strongly encouraged.

3) The electronic filing shall be made on the date of the certificate of service of the paper original, and the filing date of the brief, original petition, or response or reply in petitions will reflect the date of filing the paper original. The Clerk reserves the right to reject any electronic document which differs from the original paper document filed with the court. If there is a difference between the paper copy and the electronically-filed document which is not discovered by the clerk,

the paper document will control.

4) This order does not affect the number of paper copies required by Rule 9.210(g)(2).

5) The electronic documents shall be submitted in Microsoft Word (preferred) or Corel Word Perfect format, subject to the following procedures:

a. An email containing the document shall be sent to the following email address: emailfilings@ldca.org

b. The document being filed shall be a single file in an attachment to the email.

c. The email **subject line** shall contain the case number plus type of document attached, as set forth below, as well as the case name (Example: 1D07-3004IB William J. Doe v. State of Florida).

d. The **document name** (the name of the computer document the pleading or brief is being saved as) shall include the case number plus the type of document being filed using the following format:

Initial Brief:	1D07-3004IB
*Amended Initial Brief:	1D07-3004IBamend
Second Amended Initial Brief:	1D07-3004IB2amend
Answer Brief:	1D07-3004AB
Reply Brief:	1D07-3004RB
Cross Reply Brief:	1D07-3004XB
Supplemental Brief:	1D07-3004SB
Amicus Brief:	1D07-3004AM
Petition:	1D07-3004PE
Response:	1D07-3004PS
Reply:	1D07-3004RP

* Note: the answer and reply briefs should use the same "amend" or "2amend" style for amended briefs.

e. If filers of petitions in original proceedings do not have a case number, they may call the clerk's office to obtain the case number if the case has

been previously filed. Otherwise the filer need only include the case name and type of document being filed and a case number will be assigned upon receipt of the paper original petition.

f. Appendices to briefs and to submissions in original proceedings are not required or permitted to be transmitted electronically.

6) If counsel is unable to comply with this order, counsel may file a motion as a separate document with the paper original brief or pleading setting forth the reasons for which counsel cannot comply and requesting a hardship exception.

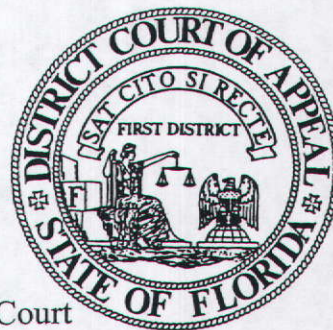
7) Failure to comply with this order may result in the brief or pleading being stricken and the case being dismissed or the brief or pleading being stricken and submission of the case to the court without the benefit of the brief or pleading.

8) Effective the date of this order, attorneys filing any electronic or paper document in compliance with this order shall include on the document their business email address as well as physical address and phone number.


Edwin B. Browning, Jr., Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.


Jon S. Wheeler, Clerk



Copies: Chief Justice R. Fred Lewis, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 07-2 | FLORIDA 1DCA

YEAR: 2007

NUMBER: 2

TITLE: 2008 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: July 17, 2007

Administrative Order 07-2

In re: 2008 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Tuesday, January 1, 2008
Martin Luther King, Jr. Birthday	Monday, January 21, 2008
Good Friday	Friday, March 21, 2008*
Memorial Day (observed)	Monday, May 26, 2008
Independence Day	Friday, July 4, 2008
Labor Day	Monday, September 1, 2008
Rosh Hashanah	Tuesday, September 30, 2008*
Yom Kippur	Thursday, October 9, 2008*
Veterans Day (observed)	Tuesday, November 11, 2008
Thanksgiving	Thursday, November 27, 2008
Day after Thanksgiving	Friday, November 28, 2008
Christmas Day	Thursday, December 25, 2008
Day after Christmas Day	Friday, December 26, 2008**

*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

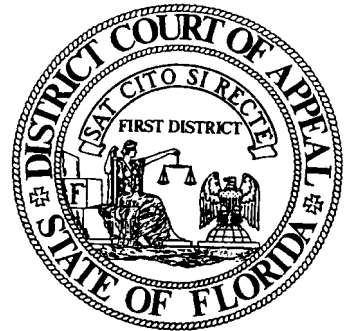
The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Edwin B. Browning, Jr., Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 17th day of July, 2007.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice R. Fred Lewis, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)



AO 08-1 | FLORIDA 1DCA

YEAR: 2008

NUMBER: 1

TITLE: 2009 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850

Telephone (850) 488-6151

Date: July 24, 2008

Administrative Order 08-1

In re: 2009 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Thursday, January 1, 2009
Martin Luther King, Jr. Birthday	Monday, January 19, 2009
Good Friday	Friday, April 10, 2009*
Memorial Day (observed)	Monday, May 25, 2009
Independence Day (observed)	Friday, July 3, 2009
Labor Day	Monday, September 7, 2009
Yom Kippur	Monday, September 28, 2009*
Veterans Day (observed)	Wednesday, November 11, 2009
Thanksgiving	Thursday, November 26, 2009
Day after Thanksgiving	Friday, November 27, 2009
Christmas Eve Day	Thursday, December 24, 2009**
Christmas Day	Friday, December 25, 2009

*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

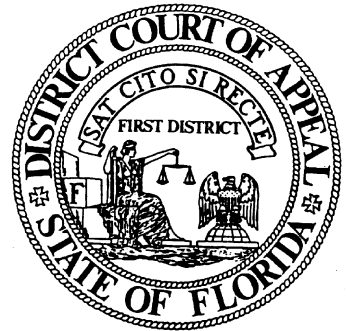
The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Edwin B. Browning, Jr., Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 24th day of July, 2008.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.

Jon S. Wheeler, Clerk

Copies: Chief Justice Peggy Quince, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)



AO 09-1 | FLORIDA 1DCA

YEAR: 2009

NUMBER: 1

TITLE: ...

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850

Telephone (850) 488-6151

Date: April 13, 2009

Administrative Order 09-1

BY ORDER OF THE COURT:

With an objective of minimizing delays in the processing of criminal direct appeals, collateral appeals, and writ petitions in this Court, the Attorney General, the Public Defender for the Second Judicial Circuit, and the Regional Conflict Counsel jointly recommended a number of measures designed to streamline the processing of these appeals and petitions. After review of these recommendations, the following procedures are adopted:

Inclusion of Exhibits in Record on Appeal

All documentary, video, and audio exhibits introduced into evidence during criminal trials, motion hearings, and sentencing hearings shall be included with the certified copy of the record on appeal provided to this Court, unless counsel for the Appellant directs that these exhibits shall be excluded. Further, photocopies of documentary evidence, including photographs, shall be included with the parties' copies of records on appeal, including supplemental records when applicable.

Transcripts for Indigent Defendants

In all criminal appeals in which the Circuit Court has declared the defendant indigent for purposes of appeal, an order from this Court directing supplementation of the record shall be sufficient to compel the court reporter to provide a transcript to the Circuit Court Clerk within the time period for supplementation specified in this Court's order. No separate order by the Circuit Court to transcribe proceedings shall be required.

Public Defender Appeals from Nolo Contendre or Guilty Pleas Without Reservation of an Appealable Issue

When the Second Circuit Public Defender has been designated to handle an appeal to this Court from a conviction or probation revocation arising from a plea of guilty or nolo contendere reserving no issues for appeal and resulting in what appears to be a legal sentence, the Public Defender may file a "Notice of Case Diversion" in this Court, which shall stay the appellate proceedings for 60 days from the date of the designation. If no

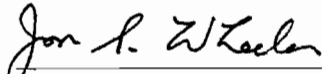
initial brief or notice of voluntary dismissal is filed within this 60 day period, the stay is automatically lifted and briefing shall proceed under Florida Rule of Appellate Procedure 9.140(g). However, no further extensions will be granted for the initial brief except in case of emergency.

Witness the Honorable Paul M. Hawkes, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 13th Day of April, 2009.

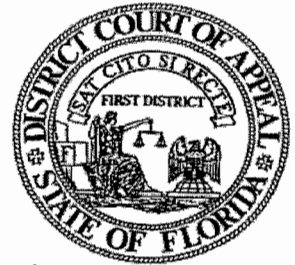


Paul M. Hawkes, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.



Jon S. Wheeler, Clerk



Copies: Chief Justice Peggy Quince, Florida Supreme Court
Florida First District Court of Appeal Judges
Chief Judges of the 1st, 2nd, 3rd, 4th, 8th, and 14th Judicial Circuits
Lisa Goodner, Florida State Courts Administrator
Each Clerk of Court for the Circuit and County Courts in the 1st, 2nd, 3rd, 4th, 8th, and 14th Judicial Circuits
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 09-2 | FLORIDA 1DCA

YEAR: 2009

NUMBER: 2

TITLE: 2010 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: July 9, 2009

Administrative Order 09-2

In re: 2010 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Friday, January 1, 2010
Martin Luther King, Jr. Birthday	Monday, January 18, 2010
Good Friday	Friday, April 2, 2010*
Memorial Day	Monday, May 31, 2010
Independence Day (observed)	Monday, July 5, 2010
Labor Day	Monday, September 6, 2010
Rosh Hashanah	Thursday, September 9, 2010*
Veterans Day	Thursday, November 11, 2010
Thanksgiving	Thursday, November 25, 2010
Day after Thanksgiving	Friday, November 26, 2010
Christmas Day (observed)	Friday, December 24, 2010
Monday after Christmas	Monday, December 27, 2010**

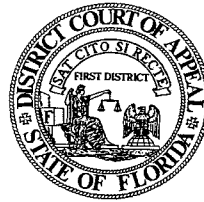
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

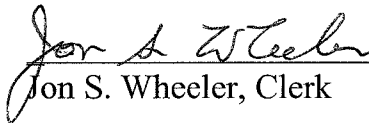
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Paul M. Hawkes, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 9th day of July, 2009.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Peggy Quince, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 09-3 | FLORIDA 1DCA

YEAR: 2009

NUMBER: 3

TITLE: ELECTRONIC FILING OF DOCUMENTS VIA eDCA PORTAL

PAGES: 3

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: October 16, 2009

Administrative Order 09-3

In re: Electronic Filing of Documents via eDCA Portal

BY ORDER OF THE COURT:

1) Effective on and after October 26, 2009 at 10:00 a.m. E.S.T., this order supersedes the electronic filing requirements of Administrative Order 07-1.

2) As well as filing with this court the original signed paper version of a document, all attorneys are required and pro se litigants are encouraged to utilize the First District Court of Appeal's secure eDCA portal accessible through the court's website at <http://www.1dca.org> to transmit electronic copies of the following pleadings:

a. All briefs filed pursuant to Florida Rules of Appellate Procedure 9.110, 9.130, 9.140, 9.141, 9.145, 9.146, and 9.180, and all appendices to briefs.

b. All original petitions, responses to petitions, and replies to responses to petitions filed pursuant to Florida Rules of Appellate Procedure 9.100 and 9.141(c) with their appendices.

Note: While initially, eDCA will be configured to accept only the documents referenced in letters a. and b. above, it is the court's intention to expand the eDCA portal to accept additional document types in the near future. An administrative order will be issued as to the type of documents accepted and when they can be filed electronically. Those future document types will be bound by the same requirements set forth in this order.

3) Documents will no longer be accepted via email as provided in Administrative Order 07-1. All electronically filed documents must be submitted via the eDCA secure portal.

4) The electronic filing shall be made on the date of the certificate of service of the signed paper original. The official filing date of the brief, original petition, or response or reply in petitions, will remain the date of filing the signed paper original with the court unless otherwise ordered by the court.

5) The electronic copy of a document is not required to contain the attorney's original signature. However, by submitting a document to the court electronically through the secure eDCA portal, an attorney certifies that he or she is filing an otherwise exact electronic copy of the paper pleading.

6) This order does not change the number of paper copies required by Rule 9.410(g)(2). Any changes in the requirement for the filing of a signed original and the number of copies required by the Rule will be set forth by administrative order.

7) The electronic documents shall be submitted through the eDCA portal only in the Adobe portable document format "PDF." This requirement is a change from that of this court's administrative order 07-1 in which documents were accepted only in Microsoft Word or Corel WordPerfect formats. As a result of this order those document types will not be accepted for filing through the eDCA portal. Documents may be scanned into PDF format or they may be converted directly to PDF format from Microsoft Word or Corel WordPerfect formats. Information on how to convert files into PDF format can be found on the court's website. Court personnel will not provide guidance or technical support beyond the information provided on the court's website.

Filers will submit electronic documents through the eDCA portal via the court's website. Prior to filing, each filer will be required to register for access and will be provided a secure, password protected upload facility for these filings. It will be the filer's responsibility to follow instructions provided through the eDCA portal and select the appropriate document type when prompted. A filer must complete registration before documents may be electronically filed through the eDCA portal.

Once assigned a user name and password, it is the responsibility of the filer to safeguard his or her username and password to prevent unauthorized filings. Any electronic filings received via the filer's username are presumed to have been submitted by the filer.

8) When filing an electronic copy of a document to the court through the eDCA portal, the document must be in a single file unless otherwise directed by the court.

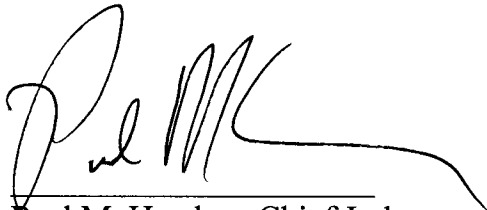
Regarding the electronic filing of appendices, if the paper brief or petition contains an appendix which is attached, then the electronic copy of the appendix should be included in the same file as the electronic copy of the brief or petition. If the paper brief or petition is filed with an appendix which is not attached, then the electronic copy of the appendix should be in a separate file than the electronic copy of the brief or petition.

9) After a document has been electronically filed through the eDCA portal, an automatic confirmation will be emailed to the filer at his or her email address of record confirming receipt by the court.

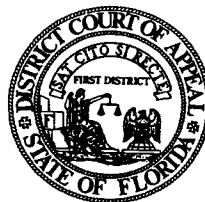
10) If counsel is unable to comply with this order, counsel must file a motion as a separate paper document with the paper original brief or pleading setting forth the reasons for which counsel cannot comply and requesting a hardship exception.

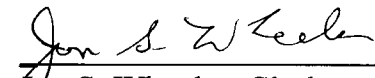
11) Failure to comply with this order may result in the brief or pleading being stricken and the case being dismissed or the brief or pleading being stricken and submission of the case to the court without the benefit of the brief or pleading.

12) Attorneys filing any electronic or paper document in compliance with this order shall include on the document their (business) email address as well as physical address and phone number.


Paul M. Hawkes, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Peggy Quince, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 09-3 [CORRECTED] | FLORIDA 1DCA

YEAR: 2009

NUMBER: 3

TITLE: ELECTRONIC FILING OF DOCUMENTS VIA eDCA PORTAL

PAGES: 3

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: November 4, 2009

Administrative Order 09-3

CORRECTED

In re: Electronic Filing of Documents via eDCA Portal

BY ORDER OF THE COURT:

1) Effective on and after October 26, 2009 at 10:00 a.m. E.S.T., this order supersedes the electronic filing requirements of Administrative Order 07-1.

2) As well as filing with this court the original signed paper version of a document, all attorneys are required and pro se litigants are encouraged to utilize the First District Court of Appeal's secure eDCA portal accessible through the court's website at <http://www.1dca.org> to transmit electronic copies of the following pleadings:

a. All briefs filed pursuant to Florida Rules of Appellate Procedure 9.110, 9.130, 9.140, 9.141, 9.145, 9.146, and 9.180, and all appendices to briefs.

b. All original petitions, responses to petitions, and replies to responses to petitions filed pursuant to Florida Rules of Appellate Procedure 9.100 and 9.141(c) with their appendices.

Note: While initially, eDCA will be configured to accept only the documents referenced in letters a. and b. above, it is the court's intention to expand the eDCA portal to accept additional document types in the near future. An administrative order will be issued as to the type of documents accepted and when they can be filed electronically. Those future document types will be bound by the same requirements set forth in this order.

3) Documents will no longer be accepted via email as provided in Administrative Order 07-1. All electronically filed documents must be submitted via the eDCA secure portal.

4) The electronic filing shall be made on the date of the certificate of service of the signed paper original. The official filing date of the brief, original petition, or response or reply in petitions, will remain the date of filing the signed paper original with the court unless otherwise ordered by the court.

5) The electronic copy of a document is not required to contain the attorney's original signature. However, by submitting a document to the court electronically through the secure eDCA portal, an attorney certifies that he or she is filing an otherwise exact electronic copy of the paper pleading.

6) This order does not change the number of paper copies required by **Rule 9.210(g)(2)**. Any changes in the requirement for the filing of a signed original and the number of copies required by the Rule will be set forth by administrative order.

7) The electronic documents shall be submitted through the eDCA portal only in the Adobe portable document format "PDF." This requirement is a change from that of this court's administrative order 07-1 in which documents were accepted only in Microsoft Word or Corel WordPerfect formats. As a result of this order those document types will not be accepted for filing through the eDCA portal. Documents may be scanned into PDF format or they may be converted directly to PDF format from Microsoft Word or Corel WordPerfect formats. Information on how to convert files into PDF format can be found on the court's website. Court personnel will not provide guidance or technical support beyond the information provided on the court's website.

Filers will submit electronic documents through the eDCA portal via the court's website. Prior to filing, each filer will be required to register for access and will be provided a secure, password protected upload facility for these filings. It will be the filer's responsibility to follow instructions provided through the eDCA portal and select the appropriate document type when prompted. A filer must complete registration before documents may be electronically filed through the eDCA portal.

Once assigned a user name and password, it is the responsibility of the filer to safeguard his or her username and password to prevent unauthorized filings. Any electronic filings received via the filer's username are presumed to have been submitted by the filer.

8) When filing an electronic copy of a document to the court through the eDCA portal, the document must be in a single file unless otherwise directed by the court.

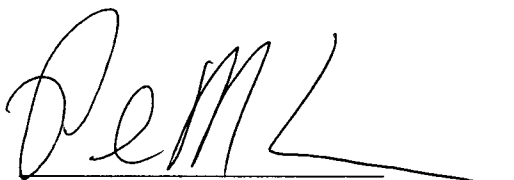
Regarding the electronic filing of appendices, if the paper brief or petition contains an appendix which is attached, then the electronic copy of the appendix should be included in the same file as the electronic copy of the brief or petition. If the paper brief or petition is filed with an appendix which is not attached, then the electronic copy of the appendix should be in a separate file than the electronic copy of the brief or petition.

9) After a document has been electronically filed through the eDCA portal, an automatic confirmation will be emailed to the filer at his or her email address of record confirming receipt by the court.

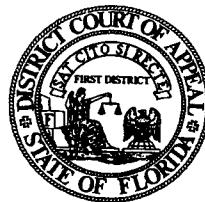
10) If counsel is unable to comply with this order, counsel must file a motion as a separate paper document with the paper original brief or pleading setting forth the reasons for which counsel cannot comply and requesting a hardship exception.

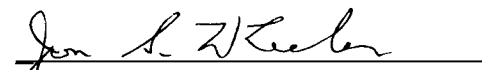
11) Failure to comply with this order may result in the brief or pleading being stricken and the case being dismissed or the brief or pleading being stricken and submission of the case to the court without the benefit of the brief or pleading.

12) Attorneys filing any electronic or paper document in compliance with this order shall include on the document their (business) email address as well as physical address and phone number.


Paul M. Hawkes, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Peggy Quince, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 10-1 | FLORIDA 1DCA

YEAR: 2010

NUMBER: 1

TITLE: ELECTRONIC FILING OF THE DOCKETING STATEMENT/NOTICE
OF APPEARANCE OF COUNSEL

PAGES: 3

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: March 24, 2010

Administrative Order 10-1

In re: Electronic Filing of the Docketing Statement/Notice of Appearance of
Counsel

BY ORDER OF THE COURT:

1) Effective for all proceedings assigned case number **1D10-1600** and higher, the Docketing Statement/Notice of Appearance of Counsel ("Docketing Statement") filed by an attorney is required to be electronically completed and submitted to the court through the court's secure online portal "eDCA." While pro se litigants are encouraged to electronically complete and submit their Docketing Statements through eDCA, they are not required to do so and may submit paper versions of the court's pink Docketing Statement instead.

2) Attorneys for appellants and petitioners must electronically complete and submit the Docketing Statement through eDCA immediately upon receipt of the court's acknowledgment notice and assignment of a case number in cases involving an original writ, an appeal of a non-final order, or in a "child" case (as defined in the court's Docketing Statement). In all other cases, counsel for the appellant must electronically complete and submit the Docketing Statement via eDCA within 20 days of the date of the court's acknowledgment notice accepting this case and assigning a case number in the case. Pro se litigants are not required to electronically file their Docketing Statements but must otherwise timely file a paper version of their completed Docketing Statement with the court.

Counsel for appellees, respondents, and amicus curiae are not required to file a Docketing Statement unless there are amendments, corrections, or additions to the Docketing Statement filed by appellant/petitioner. Additionally,

appellees/respondents and Amici are required to electronically complete and submit a Docketing Statement/Notice of Appearance of Counsel through eDCA if counsel's name does not already appear on the certificate of service of the notice of appeal. Appellee's Docketing Statement and notice of appearance, if required, are due to be electronically completed and submitted through eDCA no later than the service of the answer brief.

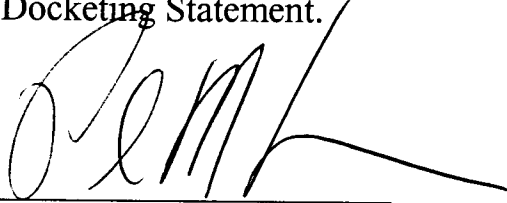
3) Attorneys are required to register with eDCA and must complete their Docketing Statement online by typing answers to the questions about the case into the court's electronic Docketing Statement form. Once the attorney has finished answering all the relevant questions and clicked the "submit" button, an electronic version of the attorney's Docketing Statement will be generated by the court's online system. An electronic copy of the generated Docketing Statement will be submitted to the court and counsel will have the opportunity to print a copy of the completed electronic docketing statement for his or her records and to use in making service of the Docketing Statement on the opposing side.

4) The date the electronic copy of the Docketing Statement is submitted to and received by the court will constitute the date of filing of the Docketing Statement. A signed paper copy of the Docketing Statement will not be required or permitted to be filed with the court if an electronic copy is required.

5) Service of the Docketing Statement is still required to be made by the filer on the opposing side. Filers may need to print a paper copy or copies of their electronic Docketing Statement generated using eDCA to make service on the opposing side and any other parties/counsel in the case. If permission has been received from the other side to provide service by electronic means, an electronic copy of the Docketing Statement may be served to the Parties of Record or their attorneys in lieu of a paper copy.

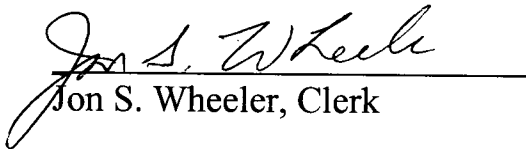
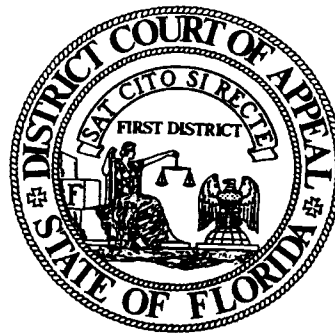
6) Submission of the electronic Docketing Statement/Notice of Appearance through eDCA by a registered attorney will constitute a notice of appearance in the case by that attorney if an appearance in the case has not previously been made. A signature is not required on the electronic version of a Docketing Statement completed and submitted through eDCA.

7) If counsel is unable to comply with this order, counsel must file a motion as a separate paper document setting forth the reasons for which counsel cannot comply and requesting a hardship exception. In the rare instance when a hardship exception is granted, counsel will be required to submit a paper version of the Docketing Statement.



Paul M. Hawkes, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order dated March 24, 2010.



Jon S. Wheeler, Clerk

Copies: Chief Justice Peggy Quince, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third
Reporter)
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The Florida Law Weekly)

AO 10-2 | FLORIDA 1DCA

YEAR: 2010

NUMBER: 2

TITLE: 2011 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850

Telephone (850) 488-6151

Date: July 23, 2010

Administrative Order 10-2

In re: 2011 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day (observed)	Friday, December 31, 2010
Martin Luther King, Jr. Birthday	Monday, January 17, 2011
Good Friday	Friday, April 22, 2011*
Memorial Day	Monday, May 30, 2011
Independence Day	Monday, July 4, 2011
Labor Day	Monday, September 5, 2011
Rosh Hashanah	Thursday, September 29, 2011*
Veterans Day	Friday, November 11, 2011
Thanksgiving	Thursday, November 24, 2011
Day after Thanksgiving	Friday, November 25, 2011
Friday before Christmas	Friday, December 23, 2011**
Christmas Day (observed)	Monday, December 26, 2011

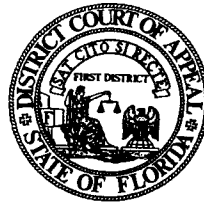
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

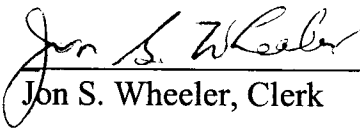
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Paul M. Hawkes, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 23rd day of July, 2010.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 10-3 | FLORIDA 1DCA

YEAR: 2010

NUMBER: 3

TITLE: ELECTRONIC FILING OF PLEADINGS IN THE FIRST DISTRICT
COURT OF APPEAL

PAGES: 9

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850

Telephone (850) 488-6151

Date: August 2, 2010

Administrative Order 10-3

In re: Electronic Filing of Pleadings in the First District Court of Appeal

BY ORDER OF THE COURT:

To the extent of any conflict, this order supersedes the electronic filing requirements of corrected Administrative Order 09-3. As mandated by the Florida Legislature in SB1718 and as authorized by the Florida Supreme Court's Administrative Order AOSC10-32, In Re: Interim Policy on Electronic Appellate Court Records, dated June 29, 2010:

A. Effective August 9, 2010,

1. The court's electronic filing portal, eDCA, will be open to registered users to electronically file all filings that were previously required to be filed in paper. Information about categories and pleading titles are available on the court's web-site: <http://www.1dca.org>
2. Between August 9, 2010, and September 1, 2010, all filings may be made by registered users either electronically through eDCA or in paper, but no

document should be filed by both methods. The court prefers all filings to be made electronically through eDCA.

3. In any situation where duplicate filings are made both in paper and electronically, the version of the document received by the court first will be used to determine the date of filing.

a. Filings submitted electronically should not be filed in paper format. If a filing is made electronically and a subsequent paper version is received, the court will not process the paper version. The electronic filing will constitute the official filing.

b. If a paper filing is received in the court and a subsequent electronic version of the filing is received, the electronic version will be rejected as unnecessarily filed and the paper version will constitute the official filing.

B. Effective September 1, 2010:

Registered eDCA users will no longer be authorized to file any pleading in a paper format. All pleadings will be required to be filed electronically through eDCA pursuant to the following:

1. Attorneys appearing before this court are required, and non-attorneys are encouraged if they are able, to register as users through the electronic portal, eDCA, at: <https://edca.1dca.org/Registration.aspx>. This will allow the user to file all pleadings with the court electronically.
2. The previous requirement that duplicate paper filings also be made when pleadings are electronically filed with the court is discontinued. This includes any requirement for multiple additional paper copies required by the Florida Rules of Appellate Procedure. This means, documents filed electronically are not required or permitted to be filed in paper format.
3. Non-attorneys not registered with eDCA may continue to file pleadings in paper format pursuant to the Florida Rules of Appellate Procedure and the Florida Rules of Judicial Administration. Such pleadings filed by non-attorneys not registered with eDCA need only file the original; copies prescribed by the rules are no longer required to be filed with the original pleading.
4. Documents filed electronically through eDCA must be in Adobe portable document format "PDF." Documents may be scanned into PDF format or they may be converted directly to PDF format from the filer's word processing program. Information on how to convert files into PDF format can be found on the court's website, www.1dca.org. Court personnel will

not be able to provide guidance or technical support beyond the information provided on the court's website.

5. Registration through eDCA will allow the user to provide a password to allow secure access to all cases the registered user has appeared in, and the electronically captured filings listed on the docket in those cases.
6. When making filings the user should follow instructions provided through the eDCA portal and select the appropriate document type when prompted.
7. Each separate pleading or document filed electronically through eDCA must be submitted as a single complete document. Likewise multiple documents must be filed separately.
 - a. For example, a brief should NOT be filed in separate parts such as the cover page as one filing, the table of contents as a second filing, the table of citations as a third filing, and the body of the brief as a fourth filing. A brief is a single document and must be filed as a single filing.
 - b. If a Motion for Attorneys' Fees is electronically filed on the same day as the brief, the Motion for Attorney Fees is a separate document and must be filed separately and not in the same filing as the brief. Both documents should be submitted as separate filings.
 - c. If a pleading consists of more than one document (such as an appendix), it is the responsibility of the filer to combine those

documents before submission to the court; eDCA does not have the ability to combine multiple documents into one filing for a filer.

- d. If an appendix to a pleading is filed separately, it must be properly styled and contain its own certificate of service. The cover page of the appendix must also clearly state the pleading to which it is an appendix. Again, an appendix must be filed in one document, not broken up into multiple filings. Electronically filed appendices must be numbered or tabbed and, if tabbed, the tabs must appear within the electronic document. If multiple volumes of an appendix are efiled, each volume of appendix must contain a cover page with the case information and clearly set forth the pleading to which it is an appendix and the volume number of the appendix.
8. Letters and correspondence addressed to the court or the clerk of the court, including transmittal and cover letters, are not permitted to be filed electronically with the court and may not be included with electronic pleadings.
9. Pleadings filed electronically will automatically have the court's time/date stamp and seal electronically affixed to the upper right-hand corner of the first page of the document. Filers should leave the upper right-hand corner of the first page of filings empty to accommodate the court's time/date

stamp and seal (approximately 1 inch by 2 inches). Filers must submit pleadings so that they are properly oriented to be read without needing to be rotated (such as on their side or upside-down).

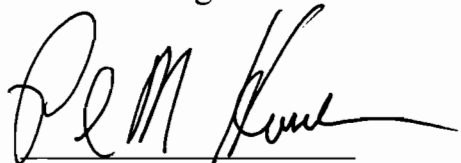
10. All court orders, opinions, and mandates will be issued to all registered users in a case at the same time electronically through “Casemail.” A link will allow the registered user to view and print an electronic copy of the court’s order, opinion, or mandate. Those documents can also be viewed at any time after release by registered users through the eDCA docket.
11. Shortly, paper copies of court orders, opinions, and mandates will no longer be mailed to registered users. Users are responsible for keeping their email address with the court up-to-date and are responsible for disabling any spam filters or other programs which would prevent emails from the court from reaching their email systems. Non-attorneys not registered with eDCA will continue to receive all orders, opinions, and mandates of the court in paper through the United States Postal Service.
12. Pleadings filed electronically with the court are not required to contain an original signature as provided in Florida Rule of Judicial Administration 2.515. However, when electronically filing pleadings, as disclosed in the notice provided the user prior to submission through the eDCA web-site and by use of the secure password, the registered user is required to confirm his

or her intent that the filing be accepted by the court and the agreement by the user that submitting the document for filing creates the same obligations as the original signature creates on a paper document.

13. All registered users filing a document through eDCA shall include on the document their (business) email address as well as physical address, phone number and Florida Bar number (if applicable).
14. Pleadings are still required to contain a certificate of service pursuant to Florida Rule of Appellate Procedure 9.420. If a pleading is served on the opposing side electronically by email or some other electronic means, the certificate of service must state the electronic means used as well as the date of service. Electronic filings which do not contain a date of service may be rejected.
15. The date an electronic filing is received by the court through eDCA will constitute the date of filing of that pleading; up to 11:59 p.m. Eastern Time on the date the document is electronically filed. Any filing on or after midnight will be deemed to be filed the next business day. Filings on a weekend, a holiday, or any other day the court is closed will be deemed to be filed on the next business day. It is the responsibility of filers to ensure filings are properly submitted to the court through eDCA and that time-

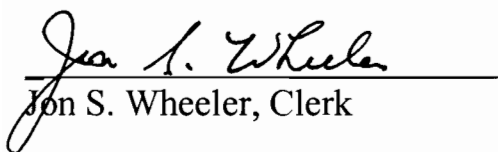
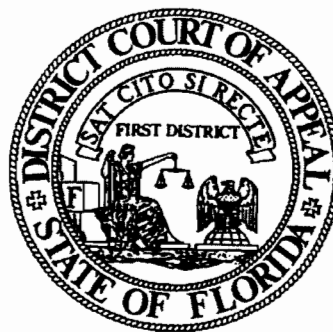
sensitive electronic filings are submitted to and received by the court in a timely manner.

16. Once an electronic filing has been submitted to the court through eDCA, it becomes a filing with the court. Court filings will be docketed in the case after processing by the clerk's office during regular business hours unless the electronic filing is rejected as deficient. If the filer discovers after submitting the document that there is a mistake, he or she must file an amended filing as well as a motion requesting that the court accept the amended filing. To avoid multiple filings of the same document, filers should carefully review their filings before submitting them to the court through eDCA.



Paul M. Hawkes, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order dated August 2, 2010.



Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court

Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third
Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

AO 10-4 | FLORIDA 1DCA

YEAR: 2010

NUMBER: 4

TITLE: ELECTRONIC FILING OF RECORDS ON APPEAL, REGISTRATION
AND FILING OF COURT REPORTER EXTENSIONS OF TIME, AND
OTHER PLEADINGS FILED AFTER SEPTEMBER 1, 2010

PAGES: 6

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850

Telephone (850) 488-6151

Date: September 3, 2010

Administrative Order 10-4

In re: Electronic Filing of Records on Appeal, Registration and Filing of Court Reporter Extensions of Time, and Other Pleadings Filed After September 1, 2010

BY ORDER OF THE COURT:

As mandated by the Florida Legislature in SB1718 and as authorized by the Florida Supreme Court's Administrative Order AOSC10-32, In Re: Interim Policy on Electronic Appellate Court Records, dated June 29, 2010:

1) Pursuant to Florida Rule of Appellate Procedure 9.040(f), the clerk is required to transmit a certified copy of the notice of appeal (showing the date of filing) along with the fee and the order being appealed (if available) to this court. Effective October 1, 2010, lower court, lower tribunal, and state agency clerks within the jurisdiction of the First District Court of Appeal shall submit electronic copies of such notices of appeal to the court via eDCA rather than sending certified copies in paper format. Lower court, lower tribunal, and state agency clerks may and are encouraged to electronically file certified notices of appeal prior to October 1, 2010.

a. Any lower court, lower tribunal, or state agency clerk who is not yet registered with eDCA must register prior to electronically filing a certified notice of appeal. All notices of appeal submitted electronically through eDCA must be filed using the clerk's registration.

b. Any required appellate filing fees should still be sent separately until such time as the court may authorize electronic payment of the filing fees.

c. The electronic notice of appeal sent by the lower court, lower tribunal, or state agency clerk shall contain either a scanned or electronic certification, and the electronic notice of appeal must clearly reflect the date of filing below.

d. If the certified notice of appeal is required to be filed with a record on appeal, such as in a summary, i.e. those without an evidentiary hearing, Florida Rule of Criminal Procedure Rule 3.800/3.850/3.853 case, the record on appeal shall be electronically transmitted separately through the court's FTP procedures contemporaneously with electronic submission of the notice of appeal through eDCA.

e. Contemporaneously with the electronically filing of the certified electronic notice of appeal with the court, the lower court, lower tribunal, or state agency clerk shall submit through eDCA as a separate filing any order being appealed that was filed with the notice of appeal.

f. As another separate document, the lower court, tribunal, or state agency clerk shall also submit a completed copy of the First District Court of Appeal's "Notice of Appeal Transmittal Form," a blank copy of which is attached to this order. The "Notice of Appeal Transmittal Form" must be completed to show whether any appellate filing fee has been submitted with the notice of appeal below and is being forwarded separately to the court and whether the record on appeal has been prepared and is simultaneously being submitted to the court through electronic FTP procedures.

2) Effective October 1, 2010, lower courts, lower tribunals, and state agencies within the jurisdiction of the First District Court of Appeal must prepare and submit records on appeal to the court electronically in lieu of printed paper records. The submission of records on appeal electronically is required by all lower courts, tribunals, and state agencies within the jurisdiction of this court unless it is impossible to do so. If it is impossible for a lower court, tribunal, or state agency to submit records on appeal electronically, they may contact the clerk of this court for a waiver of the requirements in this administrative order until such time as it is possible to submit records electronically. Between the date of this order and October 1, 2010, lower courts, lower tribunals, and state agencies are encouraged to file records on appeal electronically in lieu of paper records but are not required to do so.

a. Electronic records properly submitted to this court in Adobe portable document format ("PDF" format) via the court's procedures for filing electronic records will constitute the official record on appeal filed with the court. When an electronic record is filed, a paper version is neither required nor permitted to be filed with the court. Paper copies of the record are still required to be served on

the parties as specified by the Florida Rules of Appellate Procedure. Electronic copies of records will not be returned to the lower courts, lower tribunals, and state agencies but will be retained in the case in eDCA.

b. Due to their typically large size, records on appeal must be electronically filed through the court's FTP procedures rather than through eDCA. Lower courts, tribunals, and state agencies which have not yet filed records through the FTP procedure should contact the court for instructions on how to do so.

c. When electronically filed with the court, the electronic record shall be compiled in the same format as specified by Florida Rule of Appellate Procedure 9.200, including an index, copy of the lower court, lower tribunal, or state agency docket, and a certification page containing a scanned or electronic copy of the clerk's certification. The clerk's certification should contain the clerk's name, address, phone number, and email address.

d. If a record contains multiple volumes, all volumes of the record on appeal being submitted to the court electronically must be included in the same document. A copy of the index to all volumes of record must be contained at the beginning of the record. Subsequently filed volumes of supplemental record may be transmitted as separate documents. If a record on appeal contains transcripts, those should be electronically filed with the record on appeal. Transmittal letters are not permitted to be filed electronically or in paper with the record on appeal.

e. Electronic records must be complete and readable. Lower tribunal, lower court, and state agency clerks may be required to re-send an electronic record if it is missing pages, missing volumes, or if portions of the record are unreadable. Lower tribunal, lower court, and state agency clerks are encouraged to submit records in indexed and fully searchable PDF format, if possible.

f. Electronic records on appeal containing known confidential information must be marked on the cover page and if possible the specific documents containing the confidential information should be marked on the index to the record. Electronic sealed records must likewise be clearly marked. Confidential and sealed records must be submitted in a separate PDF document from any other portion of the record also being electronically filed with the court.

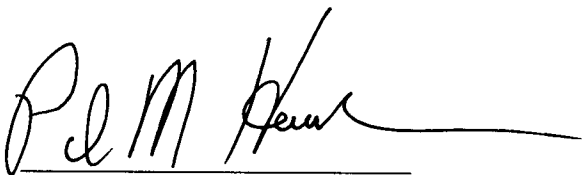
g. The date an electronic record on appeal is received by the court shall constitute the date of filing up to 11:59 p.m., Eastern Time on the date the record is electronically filed. Any record efiled on or after midnight will be deemed to be

filed the next business day. Electronic filings of records on a weekend, a holiday, or any other day the court is closed will be deemed to be filed on the next business day.

h. If possible, paper exhibits (including photographs) should be indexed, scanned and transmitted to the court electronically. To be viewable electronically, pictures should be scanned in color or grayscale. It is also preferable that in lieu of sending physical evidence to the court, photographs no larger than 8 1/2 by 11 inches may be taken of the physical evidence and scanned copies submitted to the court. If a party wishes to request that the actual exhibits or physical evidence and not an electronic version be sent to this court with the record on appeal, the moving party shall file a motion specifically addressing the need for the court to receive the designated exhibits and justify why the filing of the physical exhibits or evidence is necessary.

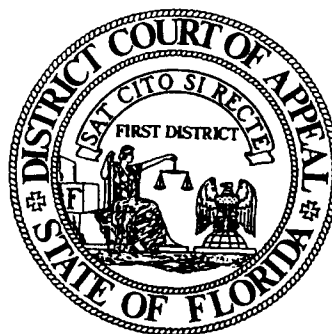
3) Effective October 1, 2010, court reporters wishing to file any pleadings with this court (including a request for an extension of time to prepare the transcripts) are required to register with eDCA and file any such pleadings with the court electronically via eDCA pursuant to the requirements set forth in this court's Administrative Order 10-3, issued August 2, 2010. Court reporters may and are encouraged to register and electronically file pleadings with the court through eDCA prior to October 1, 2010.

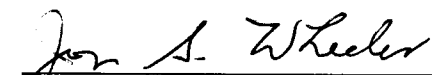
4) Pursuant to this court's Administrative Order 10-3, effective September 1, 2010, all attorneys appearing before this court are required to register as users with eDCA. All registered users are required to file all pleadings electronically through eDCA. Any pleadings received from attorneys or registered users in paper format rather than electronically filed through eDCA after September 1, 2010, will not be considered filed with the court and may be discarded without further notice to the filer.

A handwritten signature in black ink, appearing to read "Paul M. Hawkes", with a long horizontal flourish extending to the right.

Paul M. Hawkes, Chief Judge

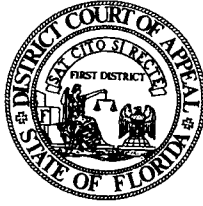
I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order dated September 3, 2010.




Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third
Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

Attachment: First District Court of Appeal Notice of Appeal Transmittal Form



DISTRICT COURT OF APPEAL, FIRST DISTRICT
301 S. Martin Luther King, Jr. Boulevard
Tallahassee, Florida 32399-1850

NOTICE OF APPEAL TRANSMITTAL FORM

(TO BE COMPLETED BY LOWER COURT, LOWER TRIBUNAL, OR STATE AGENCY CLERKS OR DEPUTY CLERKS AND SUBMITTED ELECTRONICALLY CONTEMPORANEOUSLY WITH AND IN A SEPARATE FILING FROM THE CERTIFIED ELECTRONIC NOTICE OF APPEAL)

Appellant

Lower Court/Tribunal/State Agency:

v.

L.T. Case No.:

Appellee

I hereby certify the following (mark as applicable):

- ____ A notice of appeal was filed in this court/tribunal/state agency on _____ (date). A certified electronic copy of the notice of appeal has been electronically filed with the 1st DCA's electronic portal eDCA.
- ____ The copy of the order being appealed filed with this notice of appeal is being electronically filed through eDCA along with the certified notice of appeal, as a separate document.
- ____ All appellate filing fees tendered with the notice of appeal will be immediately separately forwarded to the 1st DCA.
- ____ The filing fee in this case is waived as the appellant was found to be insolvent. An electronic copy of the insolvency order has been electronically filed in a separate document through eDCA contemporaneously with the certified notice of appeal.
- ____ NO appellate filing fee in this case has been tendered to the lower court/tribunal/state agency.
- ____ This is a case (such as a summary rule 3.800/3.850/3.853) in which the record on appeal is required to be filed with the 1st DCA at the same time as electronically filing the certified notice of appeal. A certified electronic copy of the record on appeal will immediately be or has already been electronically filed using the 1st DCA's FTP procedures.

Lower Court/Tribunal/State Agency Clerk
Address
Telephone Number
Email Address

Deputy Clerk

AO 10-6 | FLORIDA 1DCA

YEAR: 2010

NUMBER: 6

TITLE: COURT CLOSURE OF THE FLORIDA DISTRICT COURT OF
APPEAL, FIRST DISTRICT

PAGES: 1

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: December 6, 2010

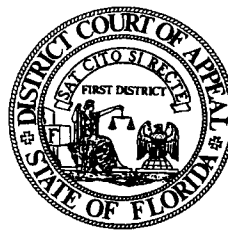
CORRECTED
Administrative Order 10-6

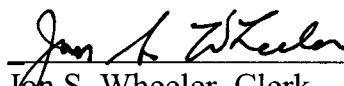
In re: Court Closure of the Florida District Court of Appeal, First District:

The First District Court of Appeal will be closed Friday, December 17, 2010, in order to facilitate the move to the new courthouse at 2000 Drayton Drive, Tallahassee, Florida 32399-0950. The First District Court of Appeal will reopen at the new courthouse at 8:00 a.m. Monday, December 20, 2010.

Witness the Honorable Robert T. Benton, II, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 6th day of December, 2010.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 11-1 | FLORIDA 1DCA

YEAR: 2011

NUMBER: 1

TITLE: 2012 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-1850
Telephone (850) 488-6151

Date: July 20, 2011

Administrative Order 11-1

In re: 2012 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day (observed)	Monday, January 2, 2012
Martin Luther King Jr. Birthday	Monday, January 16, 2012
Good Friday	Friday, April 6, 2012*
Memorial Day	Monday, May 28, 2012
Independence Day	Wednesday, July 4, 2012
Labor Day	Monday, September 3, 2012
Rosh Hashanah	Monday, September 17, 2012*
Yom Kippur	Wednesday, September 26, 2012*
Veteran's Day (observed)	Monday, November 12, 2012
Thanksgiving Day	Thursday, November 22, 2012
Friday after Thanksgiving	Friday, November 23, 2012
Christmas Eve	Monday, December 24, 2012**
Christmas Day	Tuesday, December 25, 2012

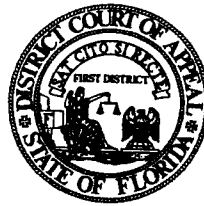
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

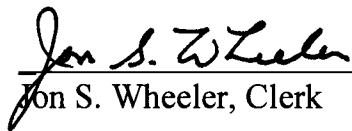
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Robert T. Benton, II, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 20th day of July, 2011.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Second Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 12-1 | FLORIDA 1DCA

YEAR: 2012

NUMBER: 1

TITLE: ELECTRONIC TRANSMISSION OF COURT ORDERS TO REGISTERED
eDCA USERS

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: February 15, 2012

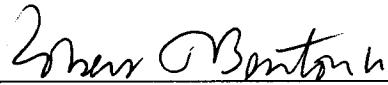
Administrative Order 12-1

In re: Electronic Transmission of Court Orders to Registered eDCA Users

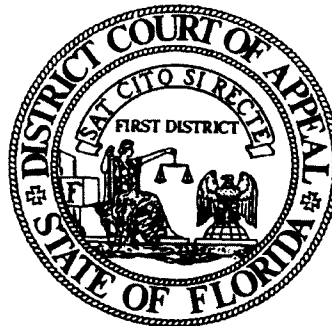
BY ORDER OF THE COURT:

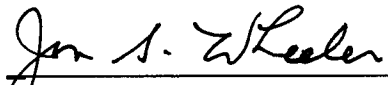
Effective March 1, 2012, all orders (except for opinions and mandates) issued by this court will be transmitted to registered eDCA users in electronic format only through a link provided via Casemail. Paper versions of the court's orders will no longer be sent to registered users, including lower tribunals, clerks, and court reporters. Registered users are responsible for ensuring they have their correct email address updated with eDCA. Non-registered eDCA users will continue to receive all orders of the court in paper format.

Until further order of this court, opinions and mandates will continue to be sent in paper format in addition to electronic Casemail notification.


Robert T. Benton, II, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order dated February 15, 2012.




Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third
Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

AO 12-2 | FLORIDA 1DCA

YEAR: 2012

NUMBER: 2

TITLE: ELECTRONIC TRANSMISSION OF COURT OPINIONS TO
REGISTERED eDCA USERS

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: May 3, 2012

Administrative Order 12-2

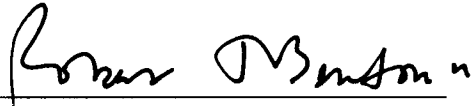
In re: Electronic Transmission of Court Opinions to Registered eDCA Users

BY ORDER OF THE COURT:

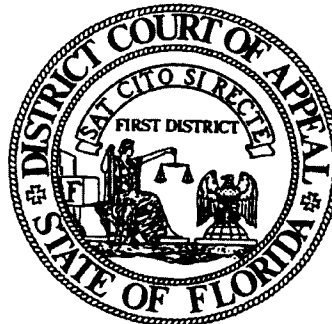
Effective May 7, 2012, all opinions issued by this court will be transmitted to registered eDCA users in electronic format only through a link provided via Casemail. Paper versions of the court's opinions will no longer be sent to registered users, including lower tribunals, clerks, and lower tribunal judges.

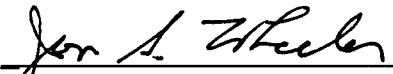
Registered users are responsible for ensuring they have their correct email addresses updated with eDCA. Those who are not required to use eDCA will continue to receive opinions of the court in paper format.

Until further order of the court, mandates will continue to be sent in paper format, in addition to electronic Casemail notification.


Robert T. Benton, II, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order dated May 3, 2012.




Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third
Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

AO 12-3 | FLORIDA 1DCA

YEAR: 2012

NUMBER: 3

TITLE: ELECTRONIC TRANSMISSION OF COURT MANDATES TO
REGISTERED eDCA USERS

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: June 19, 2012

Administrative Order 12-3

In re: Electronic Transmission of Court Mandates to Registered eDCA Users

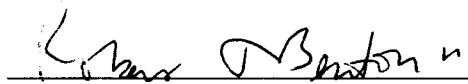
BY ORDER OF THE COURT:

Effective June 25, 2012, all mandates issued by this court will be transmitted to registered eDCA users in electronic format only. Mandates will be transmitted to eDCA users through a link provided via Casemail. Paper versions of the court's mandates will no longer be sent to registered users, including lower tribunals, clerks, and lower tribunal judges.

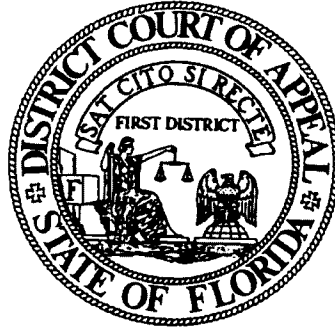
This court's Administrative Order 12-1, issued February 15, 2012, provided for the electronic transmission of all orders of this court to registered eDCA users in electronic format only effective March 1, 2012. Administrative Order 12-2, issued May 3, 2012, provided for the electronic transmission of all opinions of this court to registered eDCA users in electronic format only effective May 7, 2012.

Beginning May 25, 2012, this court began issuing all new case acknowledgment letters electronically through eDCA to registered users.

Registered users are responsible for ensuring they have their correct email addresses updated with eDCA. Those who are not required to use eDCA will continue to receive mandates of the court in paper format.


Robert T. Benton, II, Chief Judge

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order dated June 19, 2012.



Jon S. Wheeler
Jon S. Wheeler, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third
Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

AO 12-4 | FLORIDA 1DCA

YEAR: 2012

NUMBER: 4

TITLE: 2013 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: July 11, 2012

Administrative Order 12-4

In re: 2013 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Tuesday, January 1, 2013
Martin Luther King Jr. Birthday	Monday, January 21, 2013
Good Friday	Friday, March 29, 2013*
Memorial Day	Monday, May 27, 2013
Independence Day	Thursday, July 4, 2013
Labor Day	Monday, September 2, 2013
Rosh Hashanah	Thursday, September 5, 2013*
Veteran's Day	Monday, November 11, 2013
Thanksgiving Day	Thursday, November 28, 2013
Friday after Thanksgiving	Friday, November 29, 2013
Christmas Eve	Tuesday, December 24, 2013**
Christmas Day	Wednesday, December 25, 2013

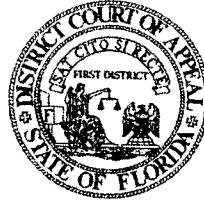
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

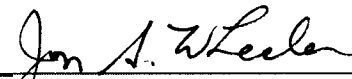
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Robert T. Benton, II, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 11th day of July, 2012.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.





Jon S. Wheeler, Clerk

Copies: Chief Justice Ricky Polston, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 13-1 | FLORIDA 1DCA

YEAR: 2013

NUMBER: 1

TITLE: 2014 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950

Telephone (850) 488-6151

Date: July 9, 2013

Administrative Order 13-1

In re: 2014 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Wednesday, January 1, 2014
Martin Luther King Jr. Birthday	Monday, January 20, 2014
Good Friday	Friday, April 18, 2014*
Memorial Day	Monday, May 26, 2014
Independence Day	Friday, July 4, 2014
Labor Day	Monday, September 1, 2014
Rosh Hashanah	Thursday, September 25, 2014*
Veteran's Day	Tuesday, November 11, 2014
Thanksgiving Day	Thursday, November 27, 2014
Friday after Thanksgiving	Friday, November 28, 2014
Christmas Day	Thursday, December 25, 2014
Day after Christmas	Friday, December 26, 2014**

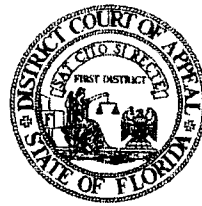
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

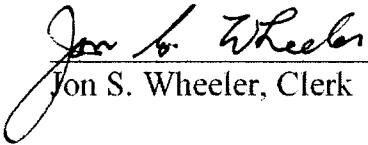
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Joseph Lewis, Jr., Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 9th day of July, 2013.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Ricky Polston, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Goodner, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 14-1 | FLORIDA 1DCA

YEAR: 2014

NUMBER: 1

TITLE: 2015 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: July 28, 2014

Administrative Order 14-1

In re: 2015 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Thursday, January 1, 2015
Martin Luther King Jr. Birthday	Monday, January 19, 2015
Good Friday	Friday, April 3, 2015*
Memorial Day	Monday, May 25, 2015
Independence Day (Observed)	Friday, July 3, 2015
Labor Day	Monday, September 7, 2015
Rosh Hashanah	Monday, September 14, 2015*
Yom Kippur	Wednesday, September 23, 2015*
Veteran's Day	Wednesday, November 11, 2015
Thanksgiving Day	Thursday, November 26, 2015
Friday after Thanksgiving	Friday, November 27, 2015
Day before Christmas	Thursday, December 24, 2015**
Christmas Day	Friday, December 25, 2015

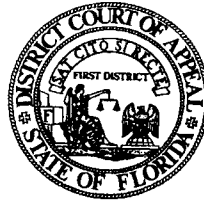
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Joseph Lewis, Jr., Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 28th day of July, 2014.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Jorge Labarga, Florida Supreme Court
Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 15-1 | FLORIDA 1DCA

YEAR: 2015

NUMBER: 1

TITLE: 2016 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: August 14, 2015

Administrative Order 15-1

In re: 2016 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Friday, January 1, 2016
Martin Luther King Jr. Birthday	Monday, January 18, 2016
Good Friday	Friday, March 25, 2016*
Memorial Day	Monday, May 30, 2016
Independence Day	Monday, July 4, 2016
Labor Day	Monday, September 5, 2016
Rosh Hashana	Monday, October 3, 2016*
Yom Kippur	Wednesday, October 12, 2016*
Veteran's Day	Friday, November 11, 2016
Thanksgiving Day	Thursday, November 24, 2016
Friday after Thanksgiving	Friday, November 25, 2016
Friday before Christmas	Friday, December 23, 2016**
Christmas Day (observed)	Monday, December 26, 2016

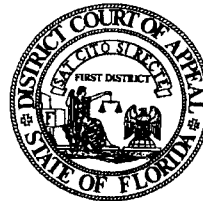
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable L. Clayton Roberts, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 14th day of August, 2015.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.



Jon S. Wheeler
Jon S. Wheeler, Clerk

Copies: Chief Justice Jorge Labarga, Florida Supreme Court
Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 16-1 | FLORIDA 1DCA

YEAR: 2016

NUMBER: 1

TITLE: 2017 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: May 20, 2016

Administrative Order 16-1

In re: 2017 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day (observed)	Monday, January 2, 2017
Martin Luther King Jr. Birthday	Monday, January 16, 2017
Good Friday	Friday, April 14, 2017*
Memorial Day	Monday, May 29, 2017
Day before Independence Day	Monday, July 3, 2017**
Independence Day	Tuesday, July 4, 2017
Labor Day	Monday, September 4, 2017
Rosh Hashanah	Thursday, September 21, 2017*
Veteran's Day (observed)	Friday, November 10, 2017
Thanksgiving Day	Thursday, November 23, 2017
Friday after Thanksgiving	Friday, November 24, 2017
Christmas Day	Monday, December 25, 2017

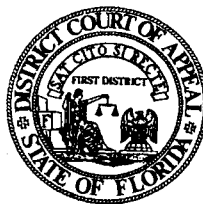
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

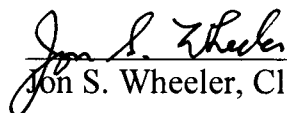
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable L. Clayton Roberts, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 20th day of May, 2016.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Jorge Labarga, Florida Supreme Court
Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
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AO 17-1 | FLORIDA 1DCA

YEAR: 2017

NUMBER: 1

TITLE: 2018 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: July 6, 2017

Administrative Order 17-1

In re: 2018 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Monday, January 1, 2018
Martin Luther King Jr. Birthday	Monday, January 15, 2018
Good Friday	Friday, March 30, 2018*
Memorial Day	Monday, May 28, 2018
Independence Day	Wednesday, July 4, 2018
Labor Day	Monday, September 3, 2018
Rosh Hashanah	Monday, September 10, 2018*
Yom Kippur	Wednesday, September 19, 2018*
Veteran's Day (observed)	Monday, November 12, 2018
Thanksgiving Day	Thursday, November 22, 2018
Friday after Thanksgiving	Friday, November 23, 2018
Day Before Christmas Day	Monday, December 24, 2018**
Christmas Day	Tuesday, December 25, 2018

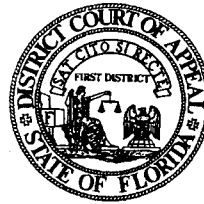
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

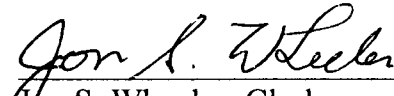
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 6th day of July, 2017.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Jon S. Wheeler, Clerk

Copies: Chief Justice Jorge Labarga, Florida Supreme Court
Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
John F. Harkness, Jr., Executive Director of The Florida Bar
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AO 17-2 | FLORIDA 1DCA

YEAR: 2017

NUMBER: 2

TITLE: AGREED EXTENSIONS OF TIME FOR BRIEFS

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: October 12, 2017

Administrative Order 17-2

In re: Agreed Extensions of Time for Briefs

BY ORDER OF THE COURT:

Effective November 1, 2017, as an alternative to an agreed motion for extension of time to file an initial, answer, or reply brief pursuant to Florida Rule of Appellate Procedure 9.300(a), the court will accept a notice from a party that the parties have agreed to a specific extension of time.

An agreed notice of extension of time will be accepted for up to a total of *90 days* for an *initial or answer brief*, and *15 days* for a *reply brief*.

This procedure shall apply to final and non-final criminal and civil appeals, including administrative appeals, but shall *not apply* to proceedings involving adoptions, dependency, termination of parental rights, delinquency, or any emergency appeal or any other appeal that has been accorded expedited treatment by order of this court. It does *not apply* to original proceedings governed by Rule 9.100, Workers' Compensation proceedings, or appeals governed by Rule 9.141(b)(2).

The notice shall be in substantially the form prescribed below:

The undersigned (Appellant/Appellee _____) or counsel for (Appellant/Appellee _____) has agreed with (Appellant/Appellee _____) or counsel for (Appellant/Appellee _____) that the time for serving Appellants/Appellee's (initial, answer, or reply) brief may be extended for _____ days.

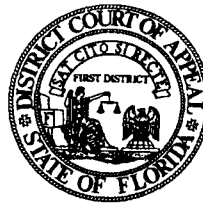
The notice need not be signed by both parties. No order will issue from the court if the stipulation complies with this directive.

Extensions of time that have been granted prior to the submission of a stipulation shall be computed as part of the aggregate time periods described herein. Extensions of time beyond 90 days for initial and answer briefs and 15 days for reply briefs, whether

agreed upon or not, must be presented by motion to the court. However, *no further extensions will be granted except in bona fide cases of emergency.*

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 12th day of October, 2017.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.



Jon S. Wheeler
Jon S. Wheeler, Clerk

Copies: Chief Justice Jorge Labarga, Florida Supreme Court
Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
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AO 18-1 | FLORIDA 1DCA

YEAR: 2018

NUMBER: 1

TITLE: ELECTRONIC FILING OF RECORDS ON APPEAL THROUGH Edca

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950

Telephone (850) 488-6151

Date: April 9, 2018

Administrative Order 18-1

In re: Electronic Filing of Records on Appeal Through eDCA

BY ORDER OF THE COURT:

Effective July 1, 2018, all lower tribunal clerks are required to submit records on appeal and any supplemental records on appeal to this Court in portable document format (PDF) through the Court's eDCA electronic filing system. Lower tribunal clerks may submit records on appeal via eDCA effective immediately. Records on appeal must be filed through eDCA under the registered name of the lower tribunal clerk, not by a party or attorney in the case. This order supplants any contrary provisions of Administrative Order 10-4.

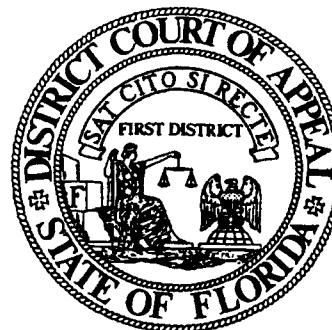
Unless otherwise requested by this Court, all confidential information should be redacted from the record on appeal. See Fla. R. App. P. 9.200(d)(1)(c).

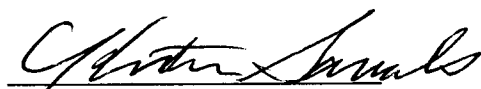
Pursuant to Florida Rule of Appellate Procedure 9.200(d), the clerk of the lower tribunal is required to prepare, certify, and transmit the record on appeal to this Court as follows. Excluding the trial transcript, the record on appeal must be transmitted as a text-searchable, appropriately paginated, indexed, and bookmarked document in a single PDF file. The trial transcript must be filed as a separate text-searchable, appropriately paginated PDF file.

Records on appeal which are not properly prepared, certified, and transmitted in accordance with the requirements of Rule 9.200 may be rejected. The clerk of the lower tribunal must correct any deficiencies in any rejected records and must timely re-file the corrected record on appeal with this Court.

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 9th day of April 2018.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Kristina Samuels, Clerk

Copies: Chief Justice Jorge Labarga, Florida Supreme Court
Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
Joshua E. Doyle, Executive Director of The Florida Bar
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Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

AO 18-2 | FLORIDA 1DCA

YEAR: 2018

NUMBER: 2

TITLE: 2019 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: July 17, 2018

Administrative Order 18-2

In re: 2019 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Tuesday, January 1, 2019
Martin Luther King Jr. Birthday	Monday, January 21, 2019
Good Friday	Friday, April 19, 2019*
Memorial Day	Monday, May 27, 2019
Independence Day	Thursday, July 4, 2019
Day After Independence Day	Friday, July 5, 2019**
Labor Day	Monday, September 2, 2019
Rosh Hashanah	Monday, September 30, 2019*
Yom Kippur	Wednesday, October 9, 2019*
Veteran's Day	Monday, November 11, 2019
Thanksgiving Day	Thursday, November 28, 2019
Friday after Thanksgiving	Friday, November 29, 2019
Christmas Day	Wednesday, December 25, 2019

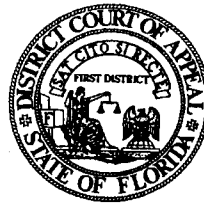
*These legal holidays are designated by the Chief Judge of this court pursuant to State Courts System Personnel Regulation 4.07(3).

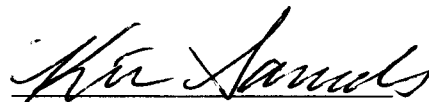
**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 17th day of July, 2018.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Kristina Samuels, Clerk

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Florida First District Court of Appeal Judges
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AO 18-3 | FLORIDA 1DCA

YEAR: 2018

NUMBER: 3

TITLE: 2018 ELECTRONIC FILING FOLLOWING HURRICANE MICHAEL

PAGES: 1

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: October 15, 2018

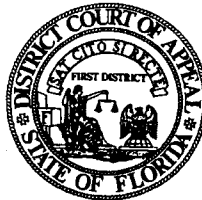
Administrative Order 18-3

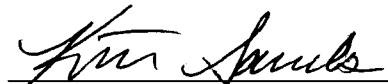
In re: Electronic Filing following Hurricane Michael

This Court's Administrative Order 10-4, required all attorneys appearing before this Court to register as users with eDCA and required all registered users to file all documents electronically through eDCA. In recognition of the widespread electrical and internet outages in Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Liberty, Taylor, Wakulla, and Washington Counties, registered users in those counties who are without internet access are temporarily excused from the requirement to file all pleadings electronically through eDCA. Unless otherwise directed, parties and attorneys located in the above listed counties who lack internet access may file documents in paper format. Documents must include a certification that the filer lacks internet access and be hand-delivered or postmarked by November 14, 2018. This administrative order does not affect the due date of any filings.

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 15th day of October, 2018.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Kristina Samuels, Clerk

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Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
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West Publishing Company (for publication in the Southern Third Reporter)
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AO 18-4 | FLORIDA 1DCA

YEAR: 2018

NUMBER: 4

TITLE: AGREED EXTENSIONS OF TIME FOR BRIEFS

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: December 12, 2018

Administrative Order 18-4

In re: Agreed Extensions of Time for Briefs

BY ORDER OF THE COURT:

Effective January 2, 2019, Administrative Order 17-2 is hereby withdrawn and is replaced with the following:

As an alternative to an agreed motion for extension of time to file a brief pursuant to Florida Rule of Appellate Procedure 9.300(a), the court will accept a notice from a party that the parties have agreed to a specific extension of time for the filing of a brief within the following parameters.

In criminal appeals, an agreed notice of extension of time will be accepted for up to a total of *30 days* for an *initial or answer brief*. This procedure shall apply to final and non-final criminal appeals, but shall *not apply* to appeals governed by Rule 9.141(b)(2), emergency appeals, or any other appeal that has been accorded expedited treatment by order of this court.

In civil appeals, an agreed notice of extension of time will be accepted for up to a total of *90 days* for an *initial or answer brief* and *15 days* for a *reply brief*. This procedure shall apply to final and non-final civil appeals, including administrative appeals, but shall *not apply* to Workers' Compensation proceedings, proceedings involving adoptions, dependency, termination of parental rights, delinquency, emergency appeals, or any other appeal that has been accorded expedited treatment by order of this court.

The notice shall be in substantially the form prescribed below:

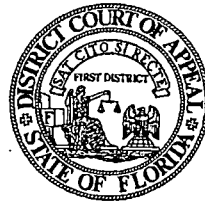
The undersigned (Appellant/Appellee _____) or counsel for (Appellant/Appellee _____) has agreed with (Appellant/Appellee _____) or counsel for (Appellant/Appellee _____) that the time for serving Appellants/Appellee's (initial, answer, or reply) brief may be extended for _____ days.

The notice need not be signed by both parties. No order will issue from the court if the stipulation complies with this directive.

Extensions of time that have been granted prior to the submission of a stipulation shall be computed as part of the aggregate time periods described herein. Extensions of time beyond the time permitted by this order, whether agreed upon or not, must be presented by motion to the court. However, no further extensions will be granted except in bona fide cases of emergency.

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 12th day of December, 2018.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Kristina Samuels, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
Joshua E. Doyle, Executive Director of The Florida Bar
West Publishing Company (for publication in the Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 19-1 | FLORIDA 1DCA

YEAR: 2019

NUMBER: 1

TITLE: ELECTRONIC FILING AND ELECTRONIC SERVICE IN THE FIRST DISTRICT

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: February 7, 2019

Administrative Order 19-1

In re: Electronic Filing and Electronic Service in the First District

BY ORDER OF THE COURT:

Effective February 11, 2019, at 7 p.m., the First District Court of Appeal will use the Florida Courts E-Filing Portal (“statewide portal”) for electronic receipt of case documents. Pursuant to Florida Supreme Court Administrative Order AOSC18-74 Electronic Filing and Electronic Service in the District Courts of Appeal, all filings to this Court must be submitted via the statewide portal except when paper filing is authorized under the Florida Rules of Judicial Administration. Registration with the statewide portal may be completed at <https://www.myflcourtaaccess.com>. Electronic filings will no longer be accepted through eDCA. If a pro se filer chooses to use the statewide portal to file in this Court, the filer will no longer be authorized to file any document in paper format.

When electronically filing case documents via the statewide portal, filers shall comply with all relevant Florida Rules of Appellate Procedure, Florida Rules of Judicial Administration, and Florida Supreme Court Standards for Electronic Access to the Courts. If a filer discovers a mistake in a brief, petition, response, or reply after submitting the document through the statewide portal, the filer must file an amended document as well as a motion requesting that the Court accept the amended document. Correspondence should not be submitted via the statewide portal.

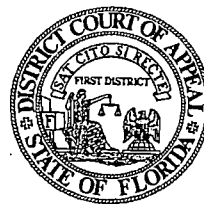
Administrative Orders 09-3 Electronic Filing of Documents via eDCA Portal (Corrected) and 10-3 Electronic Filing of Pleadings in the First District Court of Appeal—which set out procedures for electronic filing using eDCA—are withdrawn. Administrative Order 10-1 Electronic Filing of the Docketing Statement/Notice of Appearance of Counsel is superseded to the extent that it required filers to use eDCA to complete and submit Docketing Statements. Administrative Orders 10-4 Electronic Filing of Records on Appeal, Registration and Filing of Court Reporter Extensions of Time, and Other Pleadings Filed After

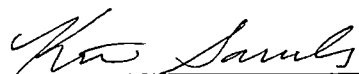
September 1, 2010, and 18-1 Electronic Filing of Records on Appeal Through eDCA are superseded to the extent that the orders required lower tribunal clerks and court reporters to use eDCA or FTP procedures to transmit documents and limited filing dates to court business days. In addition, it is no longer necessary for lower tribunal clerks to file the order being appealed separately from the related notice of appeal.

As explained in AOSC18-74 and Administrative Orders 12-1 Electronic Transmission of Court Orders to Registered eDCA Users, 12-2 Electronic Transmission of Court Opinions to Registered eDCA Users, and 12-3 Electronic Transmission of Mandates to Registered eDCA Users, this Court will continue to use eDCA to serve all acknowledgment letters, orders, opinions, mandates, and other outgoing filings on electronic filers through a link provided by eDCA CaseMail. As a result, in addition to maintaining a registration for the statewide portal, all electronic filers remain obligated to register as eDCA users and remain responsible for ensuring their email addresses are current in their eDCA accounts. eDCA registrations may be completed by going to <https://edca.1dca.org>.

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 7th day of February 2019.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Kristina Samuels, Clerk

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Florida First District Court of Appeal Judges
PK Jameson, Florida State Courts Administrator
Joshua E. Doyle, Executive Director of The Florida Bar
West Publishing Company (for publication in Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in The Florida Law Weekly)

AO 19-2 | FLORIDA 1DCA

YEAR: 2019

NUMBER: 2

TITLE: AGREED EXTENSIONS OF TIME FOR BRIEFS

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950
Telephone (850) 488-6151

Date: February 21, 2019

Administrative Order 19-2

In re: Agreed Extensions of Time for Briefs

BY ORDER OF THE COURT:

Effective immediately, Administrative Order 18-4 is hereby withdrawn and is replaced with the following:

As an alternative to an agreed motion for extension of time to file a brief pursuant to Florida Rule of Appellate Procedure 9.300(a), the court will accept a notice from a party that the parties have agreed to a specific extension of time for the filing of a brief within the following parameters.

In criminal appeals, an agreed notice of extension of time will be accepted for up to a total of *60 days* for an initial or answer brief. This procedure shall apply to final and non-final criminal appeals, but shall *not apply* to appeals governed by Rule 9.141(b)(2), emergency appeals, or any other appeal that has been accorded expedited treatment by order of this court.

In civil appeals, an agreed notice of extension of time will be accepted for up to a total of *90 days* for an initial or answer brief and *15 days* for a reply brief. This procedure shall apply to final and non-final civil appeals, including administrative appeals, but shall *not apply* to Workers' Compensation proceedings, proceedings involving adoptions, dependency, termination of parental rights, delinquency, emergency appeals, or any other appeal that has been accorded expedited treatment by order of this court.

The notice shall be in substantially the form prescribed below:

The undersigned (Appellant/Appellee _____) or counsel for (Appellant/Appellee _____) has agreed with (Appellant/Appellee _____) or counsel for (Appellant/Appellee _____) that the time for

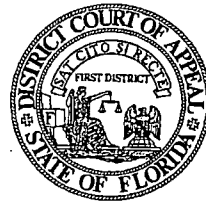
serving Appellants/Appellee's (initial, answer, or reply) brief may be extended for _____ days.

The notice need not be signed by both parties. No order will issue from the court if the stipulation complies with this directive.

Extensions of time that have been granted prior to the submission of a stipulation shall be computed as part of the aggregate time periods described herein. Extensions of time beyond the time permitted by this order, whether agreed upon or not, must be presented by motion to the court. However, no further extensions will be granted except in bona fide cases of emergency.

Witness the Honorable Bradford L. Thomas, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 21st day of February, 2019.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.



Kristina Samuels, Clerk

Copies:

Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Judges
Lisa Kiel, Interim Florida State Courts Administrator
Joshua E. Doyle, Executive Director of The Florida Bar
West Publishing Company (for publication in Southern Third Reporter)
Judicial and Administrative Research Associates, Inc. (for publication in
The Florida Law Weekly)

AO 19-3 | FLORIDA 1DCA

YEAR: 2019

NUMBER: 3

TITLE: 2020 HOLIDAY SCHEDULE

PAGES: 2

DISTRICT COURT OF APPEAL, FIRST DISTRICT

Tallahassee, FL 32399-0950

Telephone (850) 488-6151

Date: July 1, 2019

Administrative Order 19-3

In re: 2020 Holidays Observed by the Florida District Court of Appeal, First District:

New Year's Day	Wednesday, January 1, 2020
Martin Luther King Jr. Birthday	Monday, January 20, 2020
Good Friday	Friday, April 10, 2020*
Memorial Day	Monday, May 25, 2020
Independence Day (Observed)	Friday, July 3, 2020
Labor Day	Monday, September 7, 2020
Yom Kippur	Monday, September 28, 2020*
Veterans Day	Wednesday, November 11, 2020
Thanksgiving Day	Thursday, November 26, 2020
Friday after Thanksgiving	Friday, November 27, 2020
Christmas Eve	Thursday, December 24, 2020**
Christmas Day	Friday, December 25, 2020

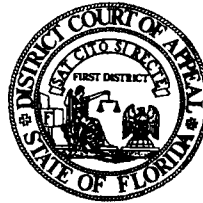
*These legal holidays are designated by the Chief Judge of this Court pursuant to State Courts System Personnel Regulation 4.07(3).

**Designated by the Chief Judge in accordance with State Courts System Personnel Regulation 4.07(2).

The Court will be closed on these above-listed holidays, and any action that would normally occur on these days will be extended to the next regular business day.

Witness the Honorable Stephanie W. Ray, Chief Judge of the District Court of Appeal, First District, and the Seal of said Court, at Tallahassee, Florida, this 1st day of July 2019.

I HEREBY CERTIFY that the foregoing is (a true copy of) the original court order.




Kristina Samuels, Clerk

Copies: Chief Justice Charles T. Canady, Florida Supreme Court
Florida First District Court of Appeal Employees
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APPENDIX

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CONTACT INFORMATION

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W: www.TextBookDiscrimination.com

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