



**BROWARD COUNTY LOCAL RULES OF COURT
DIVISION “03” (MCCARTY)
(ALL-IN-ONE)**

{LAST UPDATED: 10/1/2022}

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TABLE OF CONTENTS | FL | BROWARD COUNTY | DIVISION 03

Rule	Caption	Page
00	Basic Info	5
01	All Hearings	6
02	Supporting Documents	7
03	Notice of Hearing	8
04	Hearing Requiring Court Reporters	9
05	Hearings Requiring Interpreters	10
06	Uniform Motion Calendar	11
07	Case Management Orders	12
08	Special Set Hearings up to 30 Minutes	13
09	Special Set Hearings over 45 Minutes	14
11	Cancellation of a Hearing	16
12	Notice for Trial (Cases Ready for Trial)	17
13	Calendar Call/Trial Docket 2023	18
14	Evidentiary Hearings & Trials	19
15	Trial Continuance/Cancellation	20
16	Procedures for Uploading Orders Via Court Management System (CMS)	21
17	Emergency Motions	23

...



...TABLE OF CONTENTS | FL | BROWARD COUNTY | DIVISION 03

Rule	Caption	Page
18	Motions for Rehearing/Reconsideration	24
19	Ex Parte Motions to Compel Discovery	25
20	Motions to Withdraw	26
21	Clerk of Court	27
22	Reminder	28
23	Closing Remarks	29
-	Appendix	30



BROWARD COUNTY RULES OF COURT

DIVISION 03

JUDGE DANIEL A. CASEY

LAST UPDATE 10/1/2022



LOCAL RULE 00 | BASIC INFO

Daniel A. Casey
Circuit Court Judge
Seventeenth Judicial Circuit
in and for Broward County,
Florida



Broward County
Courthouse
201 S.E. 6th Street,
Chamber WW-15131
Courtroom WW-15155
Fort Lauderdale, FL
33301
(954) 831-7823
div03@17th.flcourts.org
Deba Khan, Judicial Assistant

JUDGE DANIEL A. CASEY

PROCEDURES FOR CIVIL DIVISION 03

PLEASE READ THE PROCEDURES IN ITS ENTIRETY

EMAIL ADDRESS: div03@17th.flcourts.org

LOCAL RULE 01 | ALL HEARINGS

Uniform Motion Calendar, Case Management, Lack of Prosecution, Special Set, and Calendar Call Hearings will continue to be held through ZOOM VIDEO Conference only until further notice from this Court, with the exception of Evidentiary Hearings, Daubert Hearings and Pretrial Motions in Limine.

JUDGE CASEY'S ZOOM LINK

Topic: Judge Casey

Join Zoom Meeting

<https://17thflcourts.zoom.us/j/135647283>

Meeting ID: 135 647 283

(888) 475-4499 US Toll-free

(833) 548-0276 US Toll-free

(833) 548-0282 US Toll-free

(877) 853-5257 US Toll-free

Any participants joining Zoom via Phone Numbers

Must Mute or UnMute themselves by press *6 on their phone.



LOCAL RULE 02 | SUPPORTING DOCUMENTS

This Court requires all Notice of Hearing and Pleadings to be uploaded to the hearing event via CMS - Supporting Documents.

Failure to comply with Local Rule 10A may result in your case not being heard. *All cancellations must be done via the Court Management System (CMS) immediately by the scheduling party.*

Please see: [Supporting Documents Training Guide](#)



LOCAL RULE 03 | NOTICE OF HEARING

Your Notice of Hearing MUST contain the Court's ZOOM video conference information. DO NOT INCLUDE THE COURTHOUSE ADDRESS IN YOUR NOTICE unless an in person hearing has been authorized.



LOCAL RULE 04 | HEARING REQUIRING COURT REPORTERS

Parties who desire a Court Reporter will make the necessary arrangements with the Court Reporter to appear telephonically at UMC or by ZOOM at special set hearings.

- The Court Reporter will announce their presence.
- Any witness(s) or interpreter will announce their presence, the attorneys must ensure a person authorized to give oaths is present.



LOCAL RULE 05 | HEARINGS REQUIRING INTERPRETERS

Parties requiring an interpreter will make the necessary arrangements with the interpreter to appear via Zoom.

- The Interpreter will announce their presence and the attorneys must ensure a person authorized to give oaths is present.

See [Supreme Court of Florida, Administrative Order No. AOSC20-16](#)

LOCAL RULE 06 | UNIFORM MOTION CALENDAR

MOVANT COUNSEL MUST CERTIFY THAT A GOOD FAITH ATTEMPT TO RESOLVE THE MATTER WAS MADE PRIOR TO NOTICING ANY MOTION FOR HEARING.

Pursuant to Local Rule 10A Monday through Thursday @ 8:45 a.m. (5 minutes only).

Uniform Motion Calendar starts promptly at 8:45 A.M. via ZOOM video conference until further notice from this Court.

Notice of Hearing and Pleadings MUST be uploaded through CMS - supporting documents as required by Local Rule 10A no later than five (5) working days prior to said hearing. Failure to comply with Local Rule 10A may result in your case not being heard. *All cancellations must be done via the Court Management System (CMS) immediately by the scheduling party.* ***Please email the division email if there are Requests for add-on Motions to UMC, and Motions that are special set. Please confer with opposing counsel's position before you request an add-on.

IT IS MANDATORY that all parties consult with each other regarding availability.

Please DO NOT CALL the Judicial Assistant to cancel or confirm your Motion Calendar hearing.



LOCAL RULE 07 | CASE MANAGEMENT ORDER

The Case Management Order you have received is pursuant to Supreme Court Administrative Order that all cases filed in January, 2020 or later must have a trial date.



LOCAL RULE 08 | SPECIAL SET HEARINGS UP TO 30 MINUTES

Special set hearings are self-schedule via Court Management System (CMS).

Once you have secured hearing time, please do not contact the Judicial Assistant to confirm any hearings.

Notice of Hearing and Pleadings MUST be uploaded through CMS - with all supporting documents as required by Local Rule 10A - no later than five (5) working days prior to said hearing. Failure to comply with Local Rule 10A may result in your case not being heard. *All cancellations must be done via the Court Management System (CMS) immediately by the scheduling party.*

IT IS MANDATORY that all parties consult with each other regarding availability.

Please DO NOT CALL the Judicial Assistant to cancel or confirm your Motion Calendar hearing.



LOCAL RULE 09 | SPECIAL SET HEARING OVER 45 MINUTES

Please email div03@17th.flcourts.org with the attached Motion to be heard and the requested time needed for your hearing. All parties must be included in the email.

The Judicial Assistant will email the parties requesting a phone conference to schedule the pending Motion after Judge Casey has approved of the time requested.

Reminder, once the hearing has been scheduled by the Judicial Assistant the parties can upload the Notice of Hearing and Pleadings to this hearing event via CMS - supporting documents as required by Local Rule 10A no later than five (5) working days prior to said hearing. Failure to comply with Local Rule 10A may result in your case not being heard. *All cancellations must be done via the Court Management System (CMS) immediately by the scheduling party.*



LOCAL RULE 10 | SPECIAL SET HEARING DATES FOR 2023

January 3 - January 20, 2023

February 6 - February 17, 2023

March 6 - March 17, 2023

April 3 - April 6, 2023

May 1 - May 4, 2023

May 30 - June 1, 2023

June 26 - June 29, 2023

July 24 - July 27, 2023

August 21 - August 24, 2023

September 18 - September 21, 2023

October 16 - October 19, 2023

November 13 - November 22, 2023



LOCAL RULE 11 | CANCELLATION OF A HEARING

Should any scheduled hearing become unnecessary, the scheduling party shall immediately cancel said hearing using the Court Management System (CMS), notify all parties, and file the appropriate Notice of Cancellation.

If a hearing is canceled by the Court, the Court Management System (CMS) will generate an *email* notice to all parties registered with the e-portal.



LOCAL RULE 12 | NOTICE FOR TRIAL (Cases Ready for Trial)

Be advised that when a case is set for calendar call CMS generates a trial order approved by the Court. There is no need for you to upload a trial order to Court Management System CMS. Calendar Call starts promptly at 10:00 A.M. via ZOOM video conference until further notice from the Court.

You must upload to CMS the Pretrial Stipulation prior to Calendar Call and also once the matter is set for trial.

Trial Orders - No unilateral trial settings are permitted. Any disputes regarding a trial date are to be set on the Court's Uniform Motion Calendar. The parties are to schedule a Status Conference or Case Management Conference on Motion Calendar for the Court to place a case on a Trial Docket. Alternatively, the parties can email the Court requesting a particular trial period. The email shall be sent to div03@17th.flcourts.org. Once approved by the Court, CMS will generate the trial order.



LOCAL RULE 13 | CALENDAR CALL/TRIAL DOCKET 2023

Calendar Call Thursday @ 10:00 AM	Trial Docket
January 12, 2023	January 23 - February 3, 2023
February 9, 2023	February 21 - March 3, 2023
March 9, 2023	March 20 - March 31, 2023
April 6, 2023	April 10 - April 28, 2023
May 4, 2023	May 8 - May 26, 2023
June 1, 2023	June 5 - June 23, 2023
June 29, 2023	July 3 - July 21, 2023
July 27, 2023	July 31 - August 18, 2023 *9/4/23 -Labor Day
August 24, 2023	August 28 - September 15, 2023
September 21, 2023	September 25 - October 13, 2023
October 19, 2023	October 23 - November 10, 2023
November 16, 2023	November 27 - December 15, 2023



LOCAL RULE 14 | EVIDENTIARY HEARINGS & TRIALS

PLEASE REVIEW [Administrative Order 2020-42-GEN](#).

Motions in Limine and Daubert Motions shall be set prior to trial and shall be in person.

** Summary Judgment motions shall be heard prior to Trial.



LOCAL RULE 15 | TRIAL CONTINUANCE/CANCELLATION

All Jury and Non-Jury Trial continuances require a hearing on Uniform Motion Calendar including agreed continuances.

If a case is settled prior to the calendar call or trial date, immediately notify the Court at div03@17th.flcourts.org and file a Notice of Settlement or Dismissal.

Reminder, in your email of notification please advise when the date of your Calendar Call or the date of your scheduled Trial. A copy of the filed Notice of Settlement or Dismissal must be attached to the email.



LOCAL RULE 16 | PROCEDURES FOR UPLOADING ORDERS VIA COURT MANAGEMENT SYSTEM (CMS)

AGREED ORDER:

The word "AGREED" must be in the title and in the body of the Order being uploaded. An Agreed Order must have the following language: The parties have reviewed the Agreed Order and have no objection to the entry of the Order.

PROPOSED ORDERS FOLLOWING ORAL RULING:

Pursuant to division rules, PROPOSED ORDERS may be uploaded to the CMS system ONLY following a hearing and ruling by the Court on the motion at bar. The Proposed E-ORDER shall state the date the matter which is the subject of the Proposed Order was heard.

PROPOSED ORDERS AFTER HEARING WITH NO ORAL RULING BY THE COURT:

Pursuant to division rules, PROPOSED ORDERS following a hearing where the Court made no oral ruling, may be submitted only with permission of the Court, via div03@17th.flcourts.org

COMPETING ORDERS:

Pursuant to division procedures, COMPETING ORDERS must be sent via email to div03@17th.flcourts.org. The COMPETING ORDER shall state the date the matter which is the subject of the COMPETING ORDER was heard, a copy of a transcript (if available). The attachment of the COMPETING ORDER shall be in word format and indicate Plaintiff or Defense, and that opposing counsel has reviewed the form of the Order submitted.

STIPULATIONS with separate ORDER APPROVING STIPULATION (stipulation followed by Order). Any Stipulation for Substitution of Counsel must contain the client's consent. The Order Approving the Stipulation for Substitution of Counsel must contain the new attorney's name, mailing address, e-mail address and telephone number.

The above orders MUST be submitted through the Court Management System (CMS).

No Proposed Orders may be submitted in advance of any hearing or trial, any proposed Orders submitted in advance of a hearing WILL be considered EX PARTE communications and the party submitting such Order may be sanctioned.



LOCAL RULE 17 | EMERGENCY MOTIONS

The moving party must comply with [Administrative Order 2021-50-Civ](#) "Administrative Order as to Circuit Civil and County Civil Emergency Matters." Filed emergency motion, request form, along with a proposed Order, MUST BE submitted via div03@17th.flcourts.org for the Court's consideration and someone will contact you thereafter. You MUST include all parties in your email to the Court.



LOCAL RULE 18 | MOTIONS FOR REHEARING/RECONSIDERATION

The moving party must comply with [Administrative Order 2022-5-Gen](#) "Administrative Order Regarding Motions for Rehearing". The filed motion along with a proposed order MUST BE SUBMITTED via div03@17th.flcourts.org for the Court's consideration. You MUST include all parties in your email to the court.



LOCAL RULE 19 | EX PARTE MOTIONS TO COMPEL DISCOVERY

Shall not be submitted to the Court until the Motion is docketed by the Clerk.



LOCAL RULE 20 | MOTIONS TO WITHDRAW

Unless a New Lawyer is substituting, the Motion to Withdraw must be scheduled for a hearing with Notice to all.

All Orders for Pro-se parties must include a paragraph that states:

ALL FUTURE PLEADINGS FOR THE [PARTY] SHALL BE SERVED UPON [NAME, ADDRESS, PHONE NUMBER AND EMAIL ADDRESS OF FORMER CLIENT]. If you submit an Agreed Order, the client's signature or consent is required in the Motion.



LOCAL RULE 21 | CLERK OF COURT

For questions regarding any civil matters, please send an email to circuitcivileclerk@browardclerk.org. Any questions will be answered through that email address.



LOCAL RULE 22 | REMINDER

ALL parties utilizing the Court Management System (CMS) shall certify that they have consulted with all other parties in obtaining the hearing time in the Notice of Hearing pursuant to Local Rule 10A which governs the Uniform Motion Calendar, Special Set Hearings and Ex Parte Motions to Compel Discovery.

Counsel in good faith shall secure the hearing time necessary to give all parties adequate time to argue the merits of the motion.

If pleadings are not filed with the Clerk of Court and uploaded to CMS your hearing will be cancelled.

Please DO NOT CALL the Judicial Assistant to confirm hearings, to see if your documents have been received or signed by the Judge and/or for technical support using the Court Management System (CMS).

You can confirm your hearing by calling the scheduling party. When a hearing is set or cancelled, the Court Management System (CMS) will notify all parties registered with the E-Portal via email.

If you are having technical difficulties using the Court Management System (CMS) or uploading your order, please email the help desk at calendar@17th.flcourts.org.

Please visit the following for additional assistance with the Case Management System (CMS):

- <http://www.17th.flcourts.org/cms-manuals/>
- <http://www.17th.flcourts.org/cms-faq/>

LOCAL RULE 23 | CLOSING REMARKS

To view videos on the Courtroom Evidence Presentation System in the courtroom, please visit the following:

- <http://www.17th.flcourts.org/evidence-presentation-system/>

THANK YOU FOR YOUR COOPERATION.

CIRCUIT CIVIL DIVISION 03

THE HONORABLE DANIEL A. CASEY

APPENDIX



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CONTACT INFORMATION

E: TextBookDiscrimination@gmail.com
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Congratulations! You're now **booked up** on Division 03's Local Rules of Court () which are pertinent to civil rights litigation!

