

LOCAL RULE 06 | ELECTRONIC AGREED ORDERS AND JUDGMENTS

(a) **Generally.**

(1) Proposed and Agreed Orders may be uploaded via CMS. Attach Supporting Documents as appropriate.

(2) Do not include a "Done and Ordered" line. This will be added by CMS. Please preview the order to verify that the judge's signature line is not on a page by itself.

(3) Please do not submit duplicate orders by mail.

(b) **Agreed Orders.** The sender MUST certify the submitted order is in fact an agreed order.

(c) **Orders After Hearing.** The order reflects the court's ruling at a previous hearing and the language is agreed to by all parties. The order must contain the date of hearing and type of motion. If the language is not agreed to, then competing orders (redlined to show the parties' disagreement) may be emailed to Ms. Zielinski.

(d) **Local Rule 10A Discovery Orders.** See [Local Rule 10A](#). If there has been a request for an extension of time, an *ex parte* motion may not be utilized. Please attach the motion as a supporting document.

CMS will send the approved electronic order to the E-portal for service by the portal to all registered eservice parties' email addresses and any additional email addresses added manually by the filer or judge. Electronic orders will not be mailed.

If you have additional questions please see:

<http://www.17th.flcourts.org/online-scheduling-help-page-2/>

If you have technical questions or need assistance with the Online Scheduling System or with the submission of e-orders, please e-mail the JIS Department at: calendar@17th.flcourts.org

Additional Assistance can be found at:

http://www.17th.flcourts.org/images/stories/17th_pdf_files/AttorneyCMSManual.pdf

Thank you for your cooperation, and please let us know if you have any suggestions.

