

LOCAL RULE 25 | NOTICE FOR TRIAL

The Court does not execute the trial orders, the attorneys do. Unless scheduled in Court, the Judicial Assistant will issue the trial order. The procedures are as follows: Once a trial date has been coordinated with the opposing parties or ordered in court during a hearing, the Trial Order needs to be processed using the Online Scheduling System at www.17th.flcourts.org.

1. Go to CALENDAR
2. Choose SHOW ABILITY
3. Choose MONTH" (right side of the screen)
4. Select Category Type CALENDAR CALL
5. Select CALENDAR CALL (Agreed by all parties)
6. Select Jury or Non-Jury and how many days for trial
7. Submit

Please Note: that the Trial Order will not automatically appear on the docket. Submitting the trial order online sends it directly to the Judge for approval. ONCE IT IS APPROVED, it will be sent to all parties on the electronic service list.

