

**INSTRUCTIONS FOR FLORIDA RULE OF JUDICIAL ADMINISTRATION 2.085(d)
NOTICE OF RELATED CASES FORM**

Who should complete this form?

Florida Rule of Judicial Administration 2.085(d) requires the petitioner in a family case to file this form with the court if a related case is “known or reasonably ascertainable” at the time the petitioner files the initial pleading in any of the following family case types:

- Dissolution of marriage/divorce.
- Annulment.
- Support unconnected with dissolution of marriage.
- Paternity.
- Child support.
- UIFSA (or “Uniform Interstate Family Support Act”).
- Child custody or child visitation.
- Adoption.
- Name change.
- Declaratory judgment actions related to marital or post-marital agreements.
- Civil domestic violence injunction or repeat violence injunction.
- Dating violence injunction.
- Sexual violence injunction.
- Juvenile dependency.
- Termination of parental rights.
- Juvenile delinquency.
- Emancipation of a minor.
- Marriage license for a minor.
- CINS/FINS (“Children in Need of Services” or “Family in Need of Services”).
- Truancy.
- Modification or enforcement of any court orders entered in any of the above cases.

When is another case “related”?

Another case may be “related” and should be included on this form if any of the following apply:

- It involves any of the same parties, children or issues and it is pending at the time the petitioner files any of the above cases; or
- It affects the court's jurisdiction to proceed; or
- An order was entered in that case that may conflict with an order on the same issues in the new case; or
- An order in the new case may conflict with an order in the earlier litigation.

If you believe you have more than one related case, please complete a separate form for each case. If you are not sure whether or not another case is related, you should complete the form and let the court decide whether or not coordination of the cases is warranted.

Why is it important to complete this form?

The filing of this form will ensure the court is aware of other related cases. This information will help prevent the court from issuing an order which conflicts with another court order that may have been issued, as well as coordinate hearings, where possible, so less trips to the courthouse are necessary.

What should I do after completing this form?

After completing this form, the petitioner must file this form with the court and then serve a copy on the following:

- All the parties in the related cases; and
- The Case Management Unit of the Administrative Office of the Courts.

**IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT
FOR HILLSBOROUGH COUNTY, FLORIDA**

Petitioner [Date of Birth: _____],
and

Respondent [Date of Birth: _____].

CASE NO.: _____
 Domestic Relations/Family Law Division
 Juvenile Delinquency Division
 Juvenile Dependency Division
 Domestic Violence Division

LETTER DIVISION: _____

NOTICE OF RELATED CASE

Please complete all sections which apply:

I. MINOR CHILD(REN) OF ANY OF THE PARTIES:

Name: _____ Date of Birth: _____ Sex: _____
Name: _____ Date of Birth: _____ Sex: _____
Name: _____ Date of Birth: _____ Sex: _____
Name: _____ Date of Birth: _____ Sex: _____

II. RELATED CASE: If you believe you have more than one related case, please complete a separate form for each case. If you are not sure whether or not another case is related, you should complete the form and let the court decide whether or not coordination of the cases is warranted.

Case Name: _____
(example, *Smith v. Jones*; *In Re: the matter of R. S.*; *State v. Smith*; etc.)

Case No.: _____ Division: _____ County Filed: _____

Approximate Date Filed: _____ Attorney(s)/Lawyer(s): _____

Case Type: Dissolution of Marriage Juvenile Dependency Termination of Parental Rights
 Paternity Juvenile Delinquency Domestic/Repeat Violence Injunction
 Child Support Emancipation of Minor Dating Violence Injunction
 Child Custody CINS/FINS Sexual Violence Injunction
 Child Visitation Marriage License for Minor Truancy
 UIFSA Annulment Declaratory Judgment Actions
 Adoption Support Unconnected with Dissolution of Marriage
 Name Change Modification/Enforcement of Orders in Any of the Cases Above

How may the case be related? _____

Will assignment to one judge or another method of coordination conserve judicial resources and promote efficient determination of the action? Yes No

Name of Person Completing this Form: _____

(please print)

Signature: _____ Date: _____

Title (if applicable): _____ Bar Number (if applicable): _____

AFTER FILING WITH THE CLERK OF THE COURT, YOU MUST SEND OR FAX A COPY OF THIS FORM TO:

- (1) Case Management Unit, Administrative Office of the Courts, 800 East Twiggs Street, Room 208, Tampa, Florida, 33602, Phone: 813-272-5173, Fax: 813-301-3729; and
(2) All the parties in the related case(s).