INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.900(h), NOTICE OF RELATED CASES (11/13)

When should this form be used?

Florida Rule of Judicial Administration 2.545(d) requires the **petitioner** in a family law case to file with the court a notice of related cases, if any. Your circuit may also require this form to be filed even if there are no related cases. A case is considered related if

- it involves the same parties, children, or issues and is pending when the family law case is filed; or
- it affects the court's jurisdiction to proceed; or
- an order in the related case 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 case.

This form is used to provide the required notice to the court.

This form should be typed or printed in black ink. It must be **filed** with the **clerk of the circuit court** with the initial pleading in the family law case.

What should I do next?

A copy of the form must be served on the presiding judges, either the chief judge or the family law administrative judge, and all parties in the related cases. You should also keep a copy for your records. **Service** must be in accordance with Florida Rule of Judicial Administration 2.516.

Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. The words that are in "**bold underline"** in these instructions are defined there. For further information, see Florida Rule of Judicial Administration 2.545(d).

Special notes . . .

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida

Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms **must** also put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE _____ JUDICIAL CIRCUIT,
IN AND FOR _____ COUNTY, FLORIDA

Case No.: _____
Division: _____

_____,
Petitioner,
and

_____,
Respondent.

NOTICE OF RELATED CASES

1. Petitioner submits this Notice of Related Cases as required by Florida Rule of Judicial Administration 2.545(d). A related case may be an open or closed civil, criminal, guardianship, domestic violence, juvenile delinquency, juvenile dependency, or domestic relations case. A case is "related" to this family law case if it involves any of the same parties, children, or issues and it is pending at the time the party files a family case; if it affects the court's jurisdiction to proceed; if an order in the related case may conflict with an order on the same issues in the new case; or if an order in the new case may conflict with an order in the earlier litigation.

   [check **one** only]
   ___ **There are no related cases.**
   ___ **The following are the related cases (add additional pages if necessary):**

   Related Case No. 1
   Case Name(s): _____
   Petitioner _____
   Respondent _____
   Case No.: _____ Division: _____

   Type of Proceeding: [check **all** that apply]

   ____ Dissolution of Marriage
   ____ Custody
   ____ Child Support
   ____ Juvenile Dependency
   ____ Termination of Parental Rights
   ____ Domestic/Sexual/Dating/Repeat Violence or Stalking Injunctions
   ____ Paternity
   ____ Adoption
   ____ Modification/Enforcement/Contempt Proceedings
   ____ Juvenile Delinquency
   ____ Criminal
   ____ Mental Health
   ____ Other *{specify}*_____

State where case was decided or is pending: ____ Florida ____ Other: *{specify}* _____

Name of Court where case was decided or is pending (*for example, Fifth Circuit Court, Marion County, Florida*): _____
Title of last Court Order/Judgment (if any): _____
Date of Court Order/Judgment (if any): _____

Relationship of cases check **all** that apply]:
____ pending case involves same parties, children, or issues;
____ may affect court's jurisdiction;
____ order in related case may conflict with an order in this case;
____ order in this case may conflict with previous order in related case.
Statement as to the relationship of the cases: _____
_____
_____

Related Case No. 2
Case Name(s): _____
Petitioner _____
Respondent _____
Case No.: _____ Division: _____

Type of Proceeding: [check **all** that apply]

____ Dissolution of Marriage
____ Custody
____ Child Support
____ Juvenile Dependency
____ Termination of Parental Rights
____ Domestic/Sexual/Dating/Repeat Violence or Stalking Injunctions
____ Paternity
____ Adoption
____ Modification/Enforcement/Contempt Proceedings
____ Juvenile Delinquency
____ Criminal
____ Mental Health
____Other *{specify}*_____

State where case was decided or is pending: ____ Florida ____ Other: *{specify}* _____

Name of Court where case was decided or is pending (*for example, Fifth Circuit Court, Marion County, Florida*): _____
Title of last Court Order/Judgment (if any): _____
Date of Court Order/Judgment (if any): _____

Relationship of cases check all that apply]:
____ pending case involves same parties, children, or issues;

____ may affect court's jurisdiction;
____ order in related case may conflict with an order in this case;
____ order in this case may conflict with previous order in related case.

Statement as to the relationship of the cases: _____
_____
_____

Related Case No. 3
Case Name(s): _____
Petitioner _____
Respondent _____
Case No.: _____ Division: _____

Type of Proceeding: [check **all** that apply]

____ Dissolution of Marriage
____ Custody
____ Child Support
____ Juvenile Dependency
____ Termination of Parental Rights
____ Domestic/Sexual/Dating/Repeat Violence or Stalking Injunctions
____ Paternity
____ Adoption
____ Modification/Enforcement/Contempt Proceedings
____ Juvenile Delinquency
____ Criminal
____ Mental Health
____Other *{specify}* _____

State where case was decided or is pending: ____ Florida ____ Other: *{specify}* _____

Name of Court where case was decided or is pending (*for example, Fifth Circuit Court, Marion County, Florida*): _____
Title of last Court Order/Judgment (if any): _____
Date of Court Order/Judgment (if any): _____

Relationship of cases check all that apply]:
____ pending case involves same parties, children, or issues;
____ may affect court's jurisdiction;
____ order in related case may conflict with an order in this case;
____ order in this case may conflict with previous order in related case.
Statement as to the relationship of the cases: _____
_____
_____

2. [check **one** only]
____ I **do not** request coordination of litigation in any of the cases listed above.

____ I **do** request coordination of the following cases: _____
_____
_____

3. [check **all** that apply]
   ____ Assignment to one judge
   ____ Coordination of existing cases
   will conserve judicial resources and promote an efficient determination of these cases because*:*_____.

4. The Petitioner acknowledges a continuing duty to inform the court of any cases in this or any other state that could affect the current proceeding.

Dated: _____

_____
Petitioner's Signature
Printed Name: _____
Address: _____
City, State, Zip: _____
Telephone Number: _____
Fax Number: _____
E-mail Address(es):_____

CERTIFICATE OF SERVICE

I CERTIFY that I delivered a copy of this Notice of Related Cases to the _____ County Sheriff's Department or a certified process server for service on the Respondent, and [**check all used**] ( ) e-mailed ( ) mailed ( ) hand delivered, a copy to *{name}*_____, who is the [**check all that apply**] ( ) judge assigned to new case, ( ) chief judge or family law administrative judge, ( ) *{name}*_____ a party to the related case, ( ) *{name}* _____, a party to the related case on *{date}* _____.

_____
Signature of Petitioner/Attorney for Petitioner
Printed Name:_____
Address:_____
City, State, Zip:_____
Telephone Number:_____
Fax Number:_____
E-mail Address(es):_____
Florida Bar Number:_____

IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:
[fill in **all** blanks] This form was prepared for the *{choose **only** one}*: ( ) Petitioner ( ) Respondent.
This form was completed with the assistance of:
{name of individual} _____,
*{name of business}*_____,
*{address}*_____,
{city} _____*{state}* _____, *{telephone number}* _____.