

**THE ELEVENTH JUDICIAL CIRCUIT
MIAMI-DADE COUNTY, FLORIDA**

**CASE NO. 01
(Court Administration)**

**ADMINISTRATIVE ORDER
NO. 14-09 A1
(amending AO NO. 14-09)**

**IN RE: AMENDMENT TO
ADMINISTRATIVE ORDER 14-09**

WHEREAS, in an effort to conserve judicial resources and promote an efficient determination of actions in the Probate Division, it was determined, via Administrative Order No. 14-09, that whenever a probate case is filed with the Clerk of the Courts, a notice of related cases form must accompany such filing;

WHEREAS, Administrative Order No. 14-09 attached a form Notice of Related Probate Cases and required that it accompany the initial pleading filed in a Probate case;

WHEREAS, the Court has determined that, in addition to being informed of related Probate cases, Probate judges should also be informed of related cases from other Divisions, including civil cases and criminal cases; and

WHEREAS, the Court has determined that it is necessary to amend and clarify the Notice of Related Probate Cases form attached to Administrative Order No. 14-09;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Eleventh Judicial Circuit of Florida, under Rule 2.215, Florida Rules of Judicial Administration, it is hereby **ORDERED** that:

1. In addition to related probate cases, the parties shall have a duty to inform the court of any related cases that are pending or filed in other Divisions, including civil cases in which the decedent, estate, trust, or beneficiaries have an interest, and criminal cases which have a connection to the probate case (e.g. if a ward is arrested, or a fiduciary has a pending criminal matter).
2. Although related Probate cases shall continue to be transferred in accordance with paragraph 5 of Administrative Order No. 14-09, related cases from other Divisions shall not be transferred.
3. The Probate Notice of Related Cases form attached to this amendment shall replace the form attached to Administrative Order No. 14-09 and shall be utilized henceforth.
4. The requirement set forth in paragraph 2 of Administrative Order No. 14-09, that "[e]ach party shall have a continuing duty to inform the court of any related

proceedings and must therefore submit separate or joint supplemental notices as related cases become known or reasonably ascertainable,” is not limited to cases filed in the Probate Division, but shall apply to related cases that are filed in all Divisions. Therefore, the attached Probate Notice of Related Cases form must accompany the initial pleading, but also must be filed when a new related case is filed. (For example, if a Personal Representative or Guardian files suit, or if the Estate or Ward is sued, that related case must be noticed.)

5. In addition, within thirty (30) days of the execution of this Administrative Order, parties to open and pending Probate cases which have a related case or related cases that have not already been noticed shall file a Probate Notice of Related Cases listing all such cases.
6. Except as amended herein, all other terms and conditions of Administrative Order No. 14-09 remain in full force and effect.

This Administrative Order shall become effective immediately upon execution and shall remain in effect until further order of the Court.

DONE AND ORDERED in Chambers at Miami-Dade County, Florida, this 22nd day of December 2020.

**BERTILA SOTO, CHIEF JUDGE
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA**

IN THE CIRCUIT COURT OF THE ELEVENTH JUDICIAL CIRCUIT
IN AND FOR MIAMI-DADE COUNTY, FLORIDA

PROBATE DIVISION CASE NO.: _____ SECTION: _____

IN RE: _____/

PROBATE NOTICE OF RELATED CASES

1. **(Petitioner) / (Respondent)** submits this Notice of Related Cases as required by Administrative Order 14-09 A1.
2. [check **one** only]:
 - ☐ There are no related cases for this filing.
 - ☐ There are related cases for this filing, as described below.
3. 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.
4. The case or cases listed below are related for the following reason or reasons [check **all** that apply, and add additional lines or pages if necessary]:

☐ The following case or cases involve any of the same parties, family members (including children), beneficiaries, parties of interest, or issues, as the above-captioned case **and** are **open and pending** at the time of filing this probate case:

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

☐ The following case or cases (which may be open or closed) arise from the same or substantially identical transactions, happenings, or events, as the above-captioned case, **or** they involve determining the same or substantially identical legal questions:

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

☐ The following case or cases (which may be open or closed) affect the court's jurisdiction to proceed:

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

☐ An order or orders from the following case or cases (which may be open or closed) may conflict with an order on the same issues in this one, and vice versa:

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

Case name: _____
Case number: _____
Division: _____
Type of Proceeding: _____

CERTIFICATE OF SERVICE

I certify that a copy the foregoing document has been furnished to _____

by (e-mail) (delivery) (mail) (fax) on the _____ day of _____, 20____.

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