

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

**CASE NO. 24-2
(Court Administration)**

**ADMINISTRATIVE ORDER
NO. 24-15**

**IN RE: DELEGATION OF AUTHORITY
TO TRIAL COURT ADMINISTRATOR**

WHEREAS, the Chief Judge of the Eleventh Judicial Circuit has the authority to delegate the ability to bind the circuit in contract pursuant to Section 43.26(2)(f), Fla. Stat., and may delegate the ability to authorize and approve travel expenditures pursuant to Section 112.061(3)(a), Fla. Stat.; and

THEREFORE, in accordance with the authority vested in the Chief Judge of the Eleventh Judicial Circuit of Florida under Florida Rule of General Practice and Judicial Administration 2.215, Section 43.26(2)(f), Fla. Stat., and Section 112.061(3)(a), Fla. Stat., it is hereby **ORDERED**:

1. The Trial Court Administrator (TCA) Deirdre Dunham is delegated the authority to execute all contracts on behalf of the Circuit and her execution of same shall bind the Circuit as if signed by the Chief Judge.
2. TCA Deirdre Dunham is delegated the authority to authorize and approve all travel expenditures.
3. TCA Deirdre Dunham is delegated the authority to approve all memberships and early registrations.
4. TCA Deirdre Dunham is delegated the signature authority for Judicial Information System Interagency Agreements.
5. This Administrative Order fulfills the delegation documentation requirements.

This Administrative order shall become effective, *nunc pro tunc*, on July 1, 2022, and shall remain in effect until further order of the Court.

DONE AND ORDERED in Chambers at Miami-Dade County, Florida, this 20th day of February 2024.

**NUSHIN G. SAYFIE, CHIEF JUDGE
ELEVENTH JUDICIAL CIRCUIT OF FLORIDA**