

IN THE CIRCUIT COURT OF THE 16TH  
JUDICIAL CIRCUIT OF THE STATE OF  
FLORIDA IN AND FOR MONROE COUNTY

ADMINISTRATIVE ORDER 3.001

IN RE:

ORDERS/JUDGMENTS SUBMITTED  
FOR SIGNATURE

\_\_\_\_\_:

IN ACCORDANCE with the authority vested in the Chief Judge by Rule 2.050(b) Fla.R.Jud.Admin., it is

ORDERED that

(1) At the commencement of any motion hearing (including the uniform motion calendar), the moving party shall furnish the Court with a proposed order or judgment together with sufficient copies and stamped, addressed envelopes for all parties.

(2) When a party is directed to prepare and furnish a proposed order to the Court, that party shall furnish a copy of the proposed order or judgment to opposing counsel prior to submission to the Court. Furthermore, the submitting party shall provide the Court with sufficient copies and stamped, addressed envelopes to permit mailing to all parties.

(3) Unless the Court directs otherwise, proposed orders on non-motion calendar hearings shall be prepared by the prevailing or designated counsel and shall be submitted to the Court for consideration within seventy-two hours of the return of the verdict.

(4) Unless the Court directs otherwise, a proposed final judgment in accord with a jury verdict shall be submitted to the Court for its consideration within seventy-two hours of the return of the verdict.

DONE AND SIGNED in Chambers, at Plantation Key, Monroe County, Florida, this the 13 day of December, 1994.

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J. Jefferson Overby  
Chief Judge

