IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT
IN AND FOR PALM BEACH COUNTY, FLORIDA

ADMINISTRATIVE ORDER NO. 3.205-9/08*

IN RE: CLOSURE OF FILES
_____ :

It is imperative for the court to have an accurate and meaningful count of the numbers and types of actions pending. The clerk of court has experienced difficulty in interpreting court orders and judgments to determine when a case should be closed for statistical purposes. This problem is particularly acute in the civil division due to multiple parties, counterclaims, cross claims and third-party claims.

NOW, THEREFORE, pursuant to the authority conferred by Florida Rule of Judicial Administration 2.215, it is **ORDERED** as follows:

1.   When the presiding judge of a pending civil action desires that a particular order or judgment close the case, for statistical purposes only, then the judge shall place a BLUE-COLORED "CLOSED"designation under the case number in the caption of the judgment or order. Any such "CLOSED" designation shall be made only in accordance with the Florida Supreme Court Summary Reporting System ("SRS") Guidelines.

2.   Upon receipt of an order or judgment bearing the blue "CLOSED" designation, the clerk shall close out the case for statistical purposes and shall denote in accordance with established SRS procedure the basis upon which the case has been closed. If the clerk cannot immediately determine from the judgment or order the basis upon which the judge has relied upon in designating the case as "CLOSED," the clerk shall return it to the judge with a request that the judge specify one of the following reasons for disposition:

<u>Cases Disposed</u>

Before Hearing	___
After Hearing	___
By Default	___
By Judge	___
Non-Jury Trial	___
Jury Trial	___
Other	___

2. This administrative order shall have no effect on the rights, duties, or obligations of the parties in the litigation.

DONE and **SIGNED** in Chambers at West Palm Beach, Palm Beach County, Florida, this _29_ day of September 2008.

Kathleen J. Kroll
Chief Judge

* supersedes admin. order no. 3.002-6/99