

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

ADMINISTRATIVE ORDER NO. 5.113-08/2022\*

IN RE: **CLOSURE OF DOMESTIC RELATIONS**  
**FAMILY DIVISION “FD”**

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Having a limited number of available circuit judges, the Circuit has decided that Domestic Relations Division “FD” **will be closed** in order to provide for the creation of an additional division elsewhere within the court’s jurisdiction.

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

**A. CLOSURE OF DIVISION ‘FD’**

1. As previously stated in AO 5.113-06/2022, effective **June 6, 2022**, the Clerk of the Circuit Court & Comptroller (Clerk) shall not assign newly filed cases to Division “FD”. Newly filed cases are assigned pursuant to the criteria set forth in Administrative Order 5.101.
2. **No later than August 31, 2022, the Clerk will close Family Division “FD” within its case maintenance system (“Showcase”).**

**B. TRANSFER OF OPEN (PENDING/REOPEN) FAMILY DIVISION CASES**

1. **Court Administration, with approval by the Chief Judge, will provide the Clerk with a list of all pending/reopened cases in Division “FD” along with the zip code of the Petitioner, branch assignment according to Administrative Order 5.101, and related case information. Court Administration shall also identify Department of Revenue cases. The Clerk shall equitably and randomly assign those cases among the eight remaining domestic relations divisions. The Clerk shall utilize the updated zip code assignment rules according to Administrative Order 5.101.**
2. **The Clerk’s Notice of Reassignment shall contain a reference to this Administrative Order and include the following directives:**
  - a. **Parties shall refer to the Court’s website: [15thcircuit.com/division/fd/news](http://15thcircuit.com/division/fd/news) webpage for information about the transfer process.**
  - b. **Case reassignments are outlined in Administrative Order 5.101.**

**C. ASSIGNMENT OF REOPENED, CLOSED CASES**

1. **The Clerk shall continue to immediately randomly reassign** closed cases that reopen that were previously assigned to Division “FD” according to the process set forth in Administrative Order 5.101.
2. The Clerk shall issue a Notice of Reassignment and notice the attorney of record or self-represented litigant. The issuance of the Notice of Reassignment shall effectuate the transfer of the case. The Clerk will update its case maintenance system at the time of issuing the Notice. The Notice of Reassignment shall be docketed and available for public viewing within one (1) business day of the reassignment.

**D. HEARING CALENDAR AND TRIALS**

1. **All Uniform Motion Calendar hearings scheduled in Division FD are cancelled and shall be rescheduled when the case is assigned to the new division. Parties shall refer to the newly assigned division’s instructions.**
2. **Unless otherwise notified, all hearings scheduled through August 31, 2022 (excluding uniform motion calendar hearings) will remain set regardless of the new division assignment.**
3. **Hearings scheduled before the Child Support Hearing Officer for Department of Revenue cases, shall remain as scheduled.**

**DONE and SIGNED** in Chambers at West Palm Beach, Palm Beach County, Florida, this 10<sup>th</sup> day of August, 2022.



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Glenn D. Kelley  
Chief Judge

\* supersedes Admin. Order No. 5.113-06/2022