**IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT**

**IN AND FOR PALM BEACH COUNTY, FLORIDA**

**Plaintiff(s),**

**v. Case No.**

**Defendant(s)**

**/**

**AGREED CASE MANAGEMENT PLAN**

**(DCMAP)**

The parties hereby submit the following Agreed Case Management Plan to the Court for approval:

**Case Track Assignment[[1]](#footnote-1) (check one*)*:**

**\_\_\_\_\_\_\_ Expedited Track (Case resolved within 8 months)**

(It is recommended that discovery and an alternative dispute resolution/mediation be completed within 180 days after the complaint is filed and a final disposition entered within 245 days after the complaint is filed)

**\_\_\_\_\_\_\_ Streamlined Track (Case resolved within 12 months)**

(It is recommended that discovery and an alternative dispute resolution/mediation be completed within 270 days after the complaint is filed and a final disposition entered within 365 days after the complaint is filed)

\_\_\_\_\_\_\_ **General Track (Case resolved within 18 months)**

(It is recommended that discovery and an alternative dispute resolution/mediation be completed within 450 days after the complaint is filed and a final disposition entered within 540 days after the complaint is filed)

\_\_\_\_\_\_\_ **Complex Track (Case resolved within 2 years)**

(This track cannot be selected without a hearing and order granting motion to designate the case as complex per Florida Rule of Civil Procedure 1.201)

**Case Deadlines and Events**

|  |  |
| --- | --- |
| ***DEADLINE OR EVENT*** | ***AGREED DATE*** |
| **Service of Unserved Parties**  Plaintiff(s):  Cross/Counter Plaintiffs: |  |
| **Motions to Add Parties or to Amend Pleadings**  Plaintiff(s):  Defendant(s): |  |
| **Resolution of Objections to Pleadings and Pretrial Motions** (All motions to dismiss, quash service, strike affirmative defenses or extend the time to answer or respond to a pleading must be heard by this date)  Plaintiff(s):  Defendant(s): |  |
| **Discovery Deadline for Fact Witnesses**  (All discovery must be commenced in time to be completed before this date)  Plaintiff(s):  Defendant(s): |  |
| **Discovery Deadline for Expert Witnesses** (All discovery must be commenced in time to be completed before this date)  Plaintiff(s):  Defendant(s): |  |
| **Completion of Alternative Dispute Resolution (ADR)**  (Mediation is mandatory unless the parties agree to another form of ADR).  Deadline:  Type of ADR: |  |
| **Other Deadlines or Events** |  |

**Trial Information**

|  |  |
| --- | --- |
| **Is this Case At Issue pursuant to Rule 1.440? (Yes or No)** |  |
| **Estimated Date the Case Will Be Prepared To Go To Trial [PLEASE READ FOOTNOTE BEFORE COMPLETING][[2]](#footnote-2)**  **(**If counsel and unrepresented parties do not agree on the estimated date on which the case will be prepared to go to trial, the Court may set the case for trial on its own motion) | **Plt date:**  **Deft date:**  **Agreed:**  **Yes or No** |
| **Estimated Length of Trial** *(specify the number of trial days):* |  |
| **Identification of Jury or Non-Jury Trial** |  |

(remainder of page intentionally left blank)

The above-referenced schedule of deadlines will be strictly adhered to by the parties unless a change is otherwise agreed to by the parties and approved by the Court. The Court will consider a request to approve changes to these deadlines upon a showing of good cause by either party based on matters arising from an emergency nature or unavailability. However, once the Agreed Case Management Plan has been approved by the Court, procrastination in completing discovery or the unavailability of counsel will not constitute good cause for a change to these deadlines. The failure to abide by these deadlines may result in sanctions by the Court, including the award of attorney’s fees, the striking of pleadings, and/or a dismissal of the action.

*Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

*Signature, address and telephone number of Counsel and Unrepresented Parties. Counsel must state Fl Bar number:*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PLAINTIFF’S COUNSEL Or, if unrepresented, PLAINTIFF

Address Address

Telephone # Telephone #

E-Mail Address The Plaintiff(s) is registered to receive

Florida Bar # eservice at

DEFENDANT’S PRINTED NAME

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DEFENDANT’S COUNSEL or, if unrepresented, DEFENDANT

Address Address

Telephone # Telephone #

E-Mail Address The Defendant(s) is registered to receive

Florida Bar # eservice at

CONFORMED COPIES TO:

**IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT**

**IN AND FOR PALM BEACH COUNTY, FLORIDA**

**Plaintiff(s),**

**v. Case No.**

**Defendant(s)**

**/**

**PLAINTIFF’S NOTICE OF EMAIL DESIGNATION**

I hereby designate my e-mail address(es) below to opt into e-service in this case. By signing this stipulation I am authorizing the Court, the Clerk of the Fifteenth Judicial Circuit of Florida and all parties on this case to send copies of orders/judgments, notices or other written communications or pleadings to me through my designated e-mail and NOT through regular mail. I understand that if I designate an email address, that address will be the exclusive means of serving and receiving documents.

By signing, I am opting into e-service at

secondary email (optional)

UNREPRESENTED PLAINTIFF print name

Address

Telephone #

**This document should be filed or e-filed with the Clerk of Court separately**

**IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT**

**IN AND FOR PALM BEACH COUNTY, FLORIDA**

**Plaintiff(s),**

**v. Case No.**

**Defendant(s)**

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**DEFENDANT’S NOTICE OF EMAIL DESIGNATION**

I hereby designate my e-mail address(es) below to opt into e-service in this case. By signing this stipulation I am authorizing the Court, the Clerk of the Fifteenth Judicial Circuit of Florida and all parties on this case to send copies of orders/judgments, notices or other written communications or pleadings to me through my designated e-mail and NOT through regular mail. I understand that if I designate an email address, that address will be the exclusive means of serving and receiving documents.

By signing, I am opting into e-service at .

UNREPRESENTED PLAINTIFF print name

Address

Telephone #

**Copies can be made of this document for each defendant and should be filed or e-filed with the Clerk of Court separately**

1. Case disposition times for all Case Tracks have been established based on Florida Rule of General Practice and Judicial Administration 2.250(a)(1)(B) and the Circuit’s historic data. Although General and Complex Track cases may or may not be resolved with a jury trial, it is expected that Streamlined and Expedited Track cases will be resolved without a jury trial. [↑](#footnote-ref-1)
2. For retroactive cases pending prior to April 30, 2021, the estimated date the case will be prepared to go to trial should not exceed the disposition time frame for the chosen case track. Cases that have been pending longer than the corresponding case track disposition time frame must follow the following time frames:

   |  |  |  |
   | --- | --- | --- |
   | **Case Track** | **Age of Case** | **Estimated Date of Trial** |
   | Expedited | More than 8 months | Within 4 Months |
   | Streamlined | 12-18 Months | Within 6 Months |
   | More than 18 months | Within 4 Months |
   | General | 18-24 Months | Within 6 Months |
   | More than 24 Months | Within 4 Months |

   [↑](#footnote-ref-2)