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

CIRCUIT CIVIL DIVISION: AK  
[INSERT CASE NUMBER]

[INSERT PLAINTIFF],  
        Plaintiff/Petitioner  
vs.

[INSERT DEFENDANT],  
        Defendant/Respondents.   
  
\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/

**ORDER GRANTING [INSERT FIRM’S NAME]’S MOTION TO WITHDRAW AS COUNSEL FOR PLAINTIFF WITH DIRECTIONS TO CLERK TO UPDATE SERVICE LIST**

**THIS CAUSE** came before the Court on [FIRM NAME]’s Motion to Withdraw as Counsel for Plaintiff, [INSERT PLAINTIFF’S NAME]. The Court having reviewed the motion, heard argument of counsel, and being otherwise fully advised in the premises, it is thereupon:

**ORDERED AND ADJUDGED** as follows:

1. [INSERT FIRM NAME]’s Motion to Withdraw as Counsel for Plaintiff is hereby **GRANTED**.
2. [INSERT FIRM NAME] and its attorneys are hereby permitted to withdraw as attorney for Plaintiff, [INSERT PLAINTIFF’S NAME] forthwith and they shall have no further obligation in this matter.
3. Plaintiff, [INSERT PLAINTIFF’S NAME] shall have [INSERT NUMBER OF DAYS] days from the date of this Order to either:
   1. Retain new counsel and have that counsel file a written appearance with the Clerk of Court; OR
   2. Advise the Court by filing Plaintiff’s Notice of Intent to Proceed *Pro Se* with the Clerk of Court. **(Paragraph 3(b) only applies if the Plaintiff is an individual. All business entities must be represented by counsel)**
4. If Plaintiff fails to comply with either Paragraph 3(a) or 3(b) of this Order within [INSERT NUMBER OF DAYS FROM PARAGRAPH 3] days from entry of this Order, counsel for Defendant(s) shall upload a proposed order to show cause why Plaintiff’s lawsuit should not be deemed abandoned and dismissed for entry by the Court.
5. Any further correspondence or pleadings in this matter shall be directed to Plaintiff at the following address and email address

[INSERT PLAINTIFF’S NAME]

[INSERT PLAINTIFF’S ADDRESS]

[INSERT PLAINTIFF’S EMAIL ADDRESS]

[INSERT PLAINTIFF’S PHONE NUMBER]

1. **The Clerk of Court shall update the service list.**

DONE AND ORDERED in Chambers in West Palm Beach, Palm Beach County, Florida.

Hon. James Sherman

Circuit Court Judge

[INSERT SERVICE LIST]