

**HOW TO COMPLY WITH FIFTH JUDICIAL CIRCUIT
ADMINISTRATIVE ORDER M-2022-35**

On June 29, 2022, Fifth Judicial Circuit Administrative Order M-2022-35 was entered by Marion County Circuit Judge Robert W. Hodges. This order requires Plaintiffs to serve with each summons a copy of the Standing Order for Case Management and Submission of Agreed Case Management Plan in Circuit Civil Cases in Marion County, as well as the Standing Order Establishing Motion Practice Procedures in Circuit Civil Cases in Marion County. The Standing Order for Case Management and Submission of Agreed Case Management Plan is in response to Florida Supreme Court AOSC20-23 which required the implementation of the Fifth Judicial Circuit Differentiated Active Civil Case Management System (DACMS). Administrative Order A-2021-13 is the Order Establishing and Implementing Differentiated Active Civil Case Management System (“DACMS”) for the Fifth Judicial Circuit and follows the directives of the Florida Supreme Court Administrative Order AOSC20-23.

In the event the Plaintiff fails to serve a copy of the Standing Order for Case Management and Submission of Agreed Case Management Plan in Circuit Civil Cases in Marion County, and Standing Order Establishing Motion Practice Procedures in Circuit Civil Cases in Marion County with each summons, the Plaintiff may subsequently comply with the service provision by filing a Notice of Service of Standing Orders verifying the standing orders were served on the Defendant(s) and/or Defendant(s)' counsel.