

**IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT,  
IN AND FOR LAKE COUNTY, FLORIDA**

**ADMINISTRATIVE ORDER L-2023-28**

**RE: GOVERNING MANDATORY FILING OF NOTICE  
REGARDING ORIGINAL WILL IN ESTATE  
ADMINISTRATIONS IN LAKE COUNTY**

**WHEREAS**, Article V, section 2(d) of the Florida Constitution and section 43.26, Florida Statutes, charges the chief judge with the authority to promote the prompt and efficient administration of justice in the courts over which he or she is chief judge; and,

**WHEREAS**, the Florida Supreme Court, pursuant to Rule 2.215(5) of the Florida Rules of General Practice & Judicial Administration permits the Chief Judge to designate a judge in any court or court division as an Administrative Judge; and,

**WHEREAS**, the undersigned, the Honorable James R. Baxley, has been designated by the Chief Judge as Administrative Judge for Lake County, pursuant to Rule 2.215(b)(5), Florida Rules of General Practice and Judicial Administration; and,

**WHEREAS** the fair, efficient, and proper administration of matters of probate is in the interest of the public and the courts of Lake County; and,

**WHEREAS**, the purpose of the requirement of filing a Notice Regarding Original Will is to ensure that the respective Clerks of Court link the original will case, if any, to an open estate case as soon as possible, thereby enabling the probate judges to locate the original will efficiently.

**WHEREAS**, it is deemed necessary and appropriate for the

prompt, effective, and efficient administration of justice within the Courts of Lake County, Florida; with the advice and consent of the Chief Judge of the Fifth Judicial Circuit and all Lake County Judges who handle probate cases;

It is **THEREFORE ORDERED** as follows:

1. All litigants must file the attached Notice Regarding Original Will with the opening of any estate, except ancillary administration, in Lake County.
2. Litigants must fill-in all required sections of the Notice. Any filing subject to this Administrative Order which fails to include the Notice Regarding Original Will may be rejected and thus have to be refiled in compliance with this requirement.

**DONE AND ORDERED** in chambers in Tavares, Lake County, Florida, this 14<sup>th</sup> day of August 2023.



---

**JAMES R. BAXLEY**  
**ADMINISTRATIVE JUDGE,**  
**LAKE COUNTY, FLORIDA**

IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT  
IN AND FOR LAKE COUNTY, FLORIDA

IN RE: ESTATE OF

CASE NO.: 35-20\_\_\_\_\_ CP 00\_\_\_\_\_

\_\_\_\_\_,'

Deceased.

**NOTICE REGARDING WILL**

\_\_\_\_\_ Yes, an original will was deposited for safekeeping in Lake County Case No.:  
\_\_\_\_\_ CP \_\_\_\_\_ for \_\_\_\_\_ (Deceased's name).

\_\_\_\_\_ No, an original will was not previously filed with the Lake County Clerk of Court.

Signed this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Signature of Petitioner (or Attorney for Petitioner)

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_

Phone No.: \_\_\_\_\_