

SAMPLE PROPOSED ORDER

(orders must be created in most recent version of Word .docx)

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

Case Style

CASE NO.

_____ /

ORDER

[the following is for illustration purposes]

THIS CAUSE came before the Court on the __ day of _____, __, before the Honorable Bruce E. Carney upon a motion, and appearing before the Court were _____, and upon the pleadings and proofs and the Court being fully advised in the premises and having taken testimony, and finding that it has jurisdiction of the subject matter and of the parties; it is

ORDERED and ADJUDGED *[type text in the body of the order as usual]*

DONE and ORDERED in Inverness, Citrus County, Florida on DDDD.

All CAPS, no spaces ←

Align Right (Ctrl + R) → JJJJ
All CAPS, no spaces,

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that the foregoing document has been furnished to the following using the Florida Courts E-filing Portal, via U.S. mail and/or electronic mail on MMMM. ← All CAPS, no spaces

CCCC ← All CAPS, no spaces,

Align Right (Ctrl + R) → AAAA
All CAPS, no spaces

| INDEX OF CODES | | |
|------------------------------------|---|--------------------------------|
| (codes are all in CAPS, no spaces) | | |
| DDDD | = | Date of Judge's Signature |
| JJJJ | = | Judge's Signature |
| MMMM | = | Mailing Date |
| CCCC | = | Service List |
| AAAA | = | Judicial Assistant's Signature |
| RRRR | = | Reported and Recommended Date |
| GGGG | = | GM or JHO Signature |