

**IN THE CIRCUIT COURT, SIXTH JUDICIAL CIRCUIT
IN AND FOR PASCO AND PINELLAS COUNTIES, FLORIDA**

ADMINISTRATIVE ORDER NO. 2013-003 PA-CIR

**RE: SERVICE OF PLEADINGS AND DOCUMENTS
PROBATE AND GUARDIANSHIP**

Effective September 1, 2012, Florida Rule of Judicial Administration 2.516 requires that unless the court orders otherwise, generally all pleadings and documents in civil, probate, small claims, and family law matters must be filed electronically and served upon the other parties via email. *In re: Amendments to the Florida Rules of Judicial Administration*, No. SC10-2101 (Fla. Oct. 18, 2012) (effective *nunc pro tunc* September 1, 2012).

For several years, all filings in the probate of estates, the administration of guardianships, and incapacity proceedings in Pasco County have been submitted electronically to the Pasco County Clerk of Court via LexisNexis® File and Serve®. This system also allows attorneys to set up electronic service of process.

The LexisNexis® File and Serve® system has functioned successfully, and the probate attorneys and the Pasco County Clerk of Court are accustomed to using this system. Thus, the Court finds this an appropriate situation in which to order electronic filing and service by means other than that provided in Florida Rule of Judicial Administration 2.516.

Therefore, under the authority granted the Chief Judge in Article V, section 2(d), of the Florida Constitution, section 43.26, Florida Statutes, Rule of Judicial Administration 2.215, and Rules of Judicial Administration 2.516(a),

IT IS ORDERED:

1. Any attorney using the Pasco County LexisNexis® File and Serve® system is hereby exempt from the electronic filing and service requirements of Florida Rule of Judicial Administration 2.516 because the LexisNexis® File and Serve® system provides for electronic filing and service.

2. Where electronic service is not permitted, attorneys shall follow the service requirements of Florida Rule of Judicial Administration 2.516, Florida Probate Rule 5.040, or any other applicable rule or statute.

DONE AND ORDERED in Chambers at Clearwater, Pinellas County, Florida, this ____ day of January 2013.

ORIGINAL SIGNED JANUARY 15, 2013
BY J. THOMAS MCGRADY, CHIEF JUDGE

cc: All Pasco Judges
The Honorable Bernie McCabe, State Attorney
The Honorable Bob Dillinger, Public Defender
The Honorable Paula O'Neil, Clerk of the Circuit Court, Pasco County
Gay Inskeep, Trial Courts Administrator
Ngozi Acholonu, Assistant Regional Counsel
Kimberly Collins, Director of Criminal Courts, Pasco County Clerk's Office
Lillian Simon, Director of Administrative Services for Pasco County
Myriam Irizarry, Chief Deputy Director, Pinellas County Clerk's Office
Dana Argroves, Regional Project Manager, LexisNexis File and Serve
Bar Associations, Pasco and Pinellas Counties
Law Libraries, Pasco and Pinellas Counties