Honorable Judge Peter Ramsberger

545 First Avenue North, Room 217
St. Petersburg, FL 33701

Judicial Practice Preferences • Circuit Family/Section 9

Setting a Hearing: If you are calling from a law firm or are a pro se party who wishes to obtain hearing times, please contact Judge Peter Ramsberger's Judicial Assistant **Dianne Jenkins** at **(727) 582-7224**.

No Email Requests will be answered

- ✓ Motions must be filed with the Clerk of the Court and sent to opposing counsel/self-represented party prior to scheduling a hearing.
- ✓ All hearings must be coordinated with opposing counsel.
- ✓ A phone message is not sufficient confirmation that you would like one of the available times, you must confirm with the Judicial Assistant.

After a hearing is set: A courtesy copy of the notice of hearing should be sent to the Judicial Assistant, either by regular mail or by fax to (727) 582-7273 after it has been e-filed with the clerk. If an attorney or self-represented party wishes to add, delete, or otherwise change the matters to be heard at a set hearing, the parties/attorneys involved and the Judicial Assistant must be notified and in agreement.

****If the case settles, please call Dianne to cancel any hearings or trials that may be scheduled.****

Court Reporters: The Court provides a digital court reporter for all DOMESTIC VIOLENCE hearings ONLY.

Cancellations: You may not cancel a hearing without notification and agreement of all parties. The Judicial Assistant must be notified in a timely manner and a Notice of Cancellation of Hearing should be filed with the Clerk with a courtesy copy sent to the Judicial Assistant.

******Telephonic Appearances must be approved by the Judge's office and agreed upon by both parties before the date of the hearing******

Emergency Motions: All Emergency Motions must be filed with the Clerk of Courts prior to Court determining emergency status. **A party must provide a copy to the Judge's Judicial Assistant via fax (727) 582-7273 or by calling the office directly.** Motions are to be submitted for determination of emergency status. Once the motion is reviewed by the judge, you will be contacted by the judicial assistant.

Setting Pretrials and Non-Jury Trials: Pretrial conferences are required when the attorney is requesting more than two (2) hours for the non-jury trial. Pretrial dates will be given to clear with the opposing party. Once a date is agreed upon for the pretrial conference, a standard Order Setting Pre-Trial Conference will be sent by the Judicial Assistant to the parties. The attorney conducting the trial must attend the pretrial conference in person, not by telephone. Attorneys should bring their calendars to pretrial in order to obtain a date for the Non-Jury Trial/Final Hearing.

- ✓ Generally **Mediation** will be required, and should be completed, prior to setting Pre-Trial or Final Hearing.

Testimony from Children: Testimony from children is not permitted unless the Court grants permission after a hearing on a Motion to Allow Child Testimony. Compliance with Family Law Rule 12.407 is required.

Withdrawal of Counsel: The Court will consider proposed orders for withdrawal of counsel if accompanied by stipulations for same signed by all parties. Otherwise a motion and hearing will be required.

Adoptions: Adoption files are reviewed by the Court's Staff Attorney prior to any final hearing being scheduled. You will be notified by the Staff Attorney if additional documentation is needed and your office will be notified when your case is ready for Final Hearing.

Proposed Orders: Proposed Orders shall be MAILED OR HAND-DELIVERED to the Judge's office with a cover letter, which includes the full names of the parties and case number, stating that opposing counsel agrees or objects to the proposed Order. The Court DOES NOT HOLD orders awaiting comments from opposing counsel. Any proposed orders submitted that do not indicate that they have been pre-approved by opposing counsel will be returned to the attorney to be re-submitted once they are agreed upon; or to be set for hearing before the Court to resolve the dispute. **Sufficient copies for conforming and stamped self-addressed envelopes must be provided**; if only an original is submitted no copies will be provided. Proposed Orders should contain no blanks for the Judge to fill in other than the date. Proposed Orders should have numbered pages and "Done and Ordered" and the Judge's signature line should not be on a separate page.

Attention Pro Se litigants: The Clerk of the Court has a Self-Help Program for self-represented litigants. This office is located on the first floor of the St. Petersburg Judicial Building, 545 First Avenue North, St. Petersburg.

Procedural assistance is also available from Courts Information & Resource Center Staff by telephone only at **727-582-7200.**

Resource Center staff can provide information concerning:

- Procedures for filing family law forms,
- Setting your family law case for hearing, and
- Various community law programs that may provide legal assistance.
- Staff is prohibited from giving legal advice.

You may call the Resource Center office Monday through Friday 8:00 a.m. until Noon, and 1:00 p.m. to 5:00 p.m.

There is also a Community Law Program which offers a Pro Se Advice line; please call **727-582-7480**.

Other helpful Family Law Related Information can be found at the link below:

http://www.jud6.org/GeneralPublic/RepresentingYourselfInCourt.html

- This page has additional family law related information on it.
- This page contains information on the local visitation center.
- Information concerning the required class for divorces with children or paternity cases where parental responsibility or visitation are being addressed. Forms for waiving the required class or class fee can also be found here.
- Many family law related handouts, including flyers for local community services.