

Supreme Court of Florida

No. AOSC04-24

IN RE: ELECTRONIC TRANSMISSION AND FILING OF
DOCUMENTS UNDER FLORIDA RULE OF JUDICIAL
ADMINISTRATION 2.090 FOR DUVAL COUNTY

ADMINISTRATIVE ORDER

Pursuant to rule 2.090, Florida Rules of Judicial Administration, any court or clerk of the court may accept the electronic transmission of documents for filing after the clerk, with input from the chief judge of the circuit, has obtained approval from the Supreme Court of the procedures and program for so doing.

On September 15, 2003, the Clerk of the Circuit Court for Duval County, Florida, submitted an Electronic Transmission and Filing of Documents Plan, requesting approval to implement an electronic filing system for small claim/eviction cases. During its October 21, 2003, meeting the Electronic Filing Committee recommended that Duval County's plan not be approved pending further

clarification. On May 3, 2004, the Electronic Filing Committee recommended that the Supreme Court of Florida approve Duval County's amended plan.

Accordingly, the Duval County Electronic Transmission and Filing of Documents Plan specifically for small claim/eviction cases is hereby approved, subject to the following terms and conditions:

- a. The Duval County Clerk of Court may begin accepting electronic filings in accordance with the approved plan effective on the date of this order.
- b. The Duval County Clerk will perform, at a minimum, daily backups of all electronically submitted court filings to ensure the availability and integrity of the court record.
- c. The Duval County Clerk of Court shall submit monthly progress reports to the court system during the 90-day pilot test. Copies of the monthly progress reports shall be provided to the Chief Judge of the Fourth Judicial Circuit, the Information Systems Services Director of the Office of the State Courts Administrator directed to the attention of Mike Love, and the Clerk of the Supreme Court of Florida.
- d. Any attorney, party, or other person who file a document by electronic transmission with the Duval County Clerk of Court shall immediately thereafter, file the identical document in paper form, with an original signature of the attorney, party, or other person if a signature is otherwise required by the Rules of Judicial Administration (hereinafter called the follow-up filing).

The follow-up filing of any document that has been previously filed by electronic transmission may be discontinued if after a 90-day period of accepting electronically filed documents, the clerk of court and chief judge certify to this Court that the electronic filing system is efficient, reliable, and meets the demands of all parties, and this Court has issued an administrative order authorizing the elimination of the follow-up filing for small claim cases.

DONE AND ORDERED at Tallahassee, Florida, this 21st day of July, 2004.

Barbara J. Pariente

Chief Justice Barbara J. Pariente

ATTEST:

Thomas D. Hall

Thomas D. Hall, Clerk

