

Supreme Court of Florida

No. AOSC13-12

IN RE: ELECTRONIC FILING IN THE STATE COURTS SYSTEM VIA
THE FLORIDA COURTS E-FILING PORTAL

ADMINISTRATIVE ORDER

In In Re: Amendments to the Florida Rules of Civil Procedure, the Florida Rules of Judicial Administration, the Florida Rules of Criminal Procedure, the Florida Probate Rules, the Florida Small Claims Rules, the Florida Rules of Juvenile Procedure, the Florida Rules of Appellate Procedure, and the Florida Family Law Rules of Procedure – Electronic Filing, 102 So. 3d 451 (Fla. 2012) (hereinafter “Revised Opinion”), this Court adopted amendments to the Florida rules of court to implement mandatory electronic filing procedures for all documents filed in Florida’s courts.

The rules adopted in that Revised Opinion require attorneys to file documents with the trial and appellate courts by electronic transmission as well as require the clerks’ offices to maintain electronic court records, convert paper documents to electronic documents, and electronically transmit the record on appeal. In order to allow for an orderly process for implementation of the new e-

filing requirements, the Court adopted an implementation schedule to phase in the requirements in each division of the trial courts and in the appellate courts based on recommendations and input from the Florida Courts Technology Commission and the Florida Courts E-Filing Portal Authority, as well as input from all affected groups. The Revised Opinion also recognized that adjustments to the phase-in schedule may be necessary and indicated that any such adjustments would be made via administrative order.

The purpose of the Florida Courts Technology Commission is to oversee, manage, and direct the development and use of technology within the judicial branch under the direction of the Florida Supreme Court, as specified in Florida Rule of Judicial Administration 2.236. Consistent with those responsibilities, the Commission has been monitoring the implementation of mandatory e-filing. The Commission has transmitted status reports to the Court, which included recommendations for clarification of the Revised Opinion.

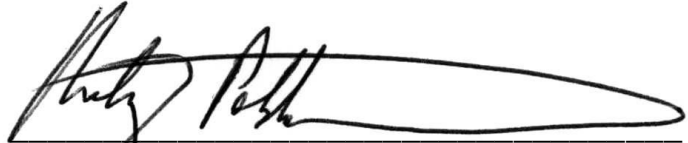
Accordingly, the Revised Opinion is hereby clarified and revised as follows:

1. The Clerk of Court in Clay County is authorized to continue to accept filings in the civil, probate, family, and small claims divisions through the clerk's approved local electronic filing systems until October 1, 2013.

2. The Clerk of Court in Sarasota County is authorized to continue to accept filings in the civil, probate, family, and small claims divisions through the clerk's approved local electronic filing system until October 1, 2013.
3. Many local jurisdictions have established systems for electronic transmission of the initial law enforcement paperwork between corrections facilities, state attorneys' offices, and the clerks of court. Initial criminal filings initiated by law enforcement agencies in those systems that currently exist, such as arrest warrants or probable cause affidavits, are not required to be filed through the Florida Courts E-Filing Portal (hereinafter "Portal") but may continue to be filed through existing systems. The local clerk's case maintenance system shall continue to be required to capture all data elements.
4. Some circuits have developed the ability for judges to file orders electronically directly with the clerk's case maintenance system. Judges shall continue to have the ability to file directly with the local clerk of court through the clerk's local case maintenance system, if available.
5. The Florida Courts Technology Commission should continue to review all issues related to implementation of the Portal and

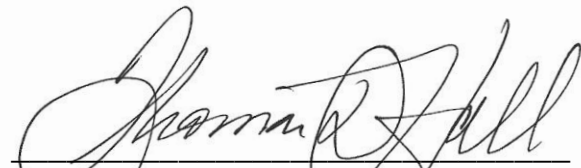
recommend such changes as may be necessary, including revisiting any other issues addressed in the Revised Opinion or in this administrative order.

DONE AND ORDERED at Tallahassee, Florida, on March 25, 2013.



Ricky L. Polston, Chief Justice

ATTEST:



Thomas D. Hall, Clerk of Court

