



**IN THE CIRCUIT COURT OF THE FOURTEENTH JUDICIAL CIRCUIT  
OF THE STATE OF FLORIDA**

**ADMINISTRATIVE ORDER # 2025-00-01  
(Rescinding AO # 2024-00-01)**

**RE: CIVIL CASE MANAGEMENT**

**WHEREAS**, the Florida Supreme Court has issued amended Florida Rule of Civil Procedure 1.200<sup>1</sup>, requiring the Chief Judge of each judicial circuit to enter an administrative order addressing certain case management requirements; and

**WHEREAS**, pursuant to the aforementioned authorities, each civil case must be assigned within 120 days after the action commences to a designated case management track; and

**WHEREAS**, except for case management orders issued in "Complex"<sup>2</sup> cases, the Chief Judge sets the forms for case management orders;

**NOW, THEREFORE**, pursuant to the authority vested in the Chief Judge by article V, section 2(d) of the Florida Constitution, section 43.26, Florida Statutes, and Florida Rule of General Practice and Judicial Administration 2.215(b);

**IT IS HEREBY ORDERED:**

1. The case management procedures set forth in this Order must be followed in all civil actions unless the action falls within an exception set forth in Rule 1.200(a). Case management orders already in effect prior to January 1, 2025, shall continue to govern pending actions. Any extensions or modifications of deadlines specified in case management orders in effect prior to January 1, 2025, shall be governed by amended Rule 1.200.
2. Not later than 120 days after an action commences as provided in Rule 1.050, the court shall assign each civil case as being on a "General" or "Streamlined" track. Such an initial case track

<sup>1</sup> Rewritten rule 1.200 becomes effective January 1, 2025.

<sup>2</sup> "Complex" cases are actions designated by court order as complex under rule 1.201.

designation shall be determined on the nature of the cause of action and as specified in the presumptive track assignments established below. The case management order for a “Streamlined” or “General” civil case must be in the form provided in the attachments to this Order, consistent with the requirements of Rule 1.200<sup>3</sup>.

<b>Presumptive Track Assignments</b>	
<b>Track</b>	<b>Case Type</b>
<p><i>Streamlined Track:</i> causes of actions that reflect some mutual knowledge about the underlying facts, have limited needs for discovery, well-established legal issues related to liability and damages, few anticipated dispositive pretrial motions, minimal documentary evidence, and an anticipated trial length of no more than three (3) days.</p>	<p>Replevin Declaratory Judgment Equitable Relief Foreclosure Injunctive Relief Petition for Adverse Preliminary Hearing Civil Forfeiture</p>
<p><i>General Track:</i> actions that do not meet the criteria for “streamlined” or “complex” cases.</p>	<p>Personal Injury Protection Insurance Claim Contract &amp; Indebtedness Auto Negligence Other Negligence Other Civil Complaint</p>

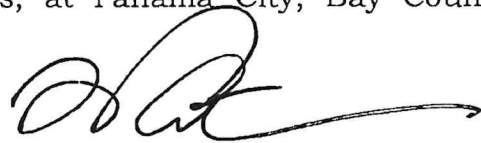
3. Upon commencement of every civil action, Plaintiff must serve the appropriate standing civil case management order<sup>4</sup>, along with the initial process and initial pleadings, on all named Defendants. Should an initial pleading seek relief as set forth in *both* the “Streamlined” and “General” track, said matter shall be initially designated by Plaintiff as being on the “General” track for purposes of serving the standing civil case management order.

<sup>3</sup> Rule 1.200 does not require the Chief Judge to set the form for case management orders in complex cases.

<sup>4</sup> The Streamlined Track Standing Civil Case Management Order, attached hereto as Exhibit A, shall be served for cases designated within said category in the chart above. The General Track Standing Civil Case Management Order, attached hereto as Exhibit B shall be served for cases designated in said category in the chart above.

4. Pursuant to Rule 1.200, the case management order must specify, at a minimum, the following deadlines: service of complaints; service under extensions; adding new parties; completion of fact discovery; completion of expert discovery; filing and service of motions for summary judgment; filing and resolution of all objections to pleadings; filing and resolution of all pretrial motions; and completion of alternative dispute resolution.
5. Any request to change the track initially assigned to a case shall be governed by Rule 1.200(c). Any request to change or modify the deadlines contained in a case management order shall be governed by Rule 1.200(e).
6. Should any party desire for a case to be designated as "Complex", the party shall file a motion requesting such designation promptly after the appearance of good cause to support the motion. Any motion seeking such relief shall be governed according to the requirements of Rule 1.201. Nothing in this Administrative order prevents the presiding judge from designating the action as complex on the Court's own motion.
7. Attorneys shall comply with Florida Rule of General Practice and Judicial Administration 2.545(a), which requires lawyers to conclude litigation as soon as it is reasonably and justly possible to do so.
8. The procedures set forth herein do not supplant any existing rule, statute, or law, nor should they be construed as granting any rights not already provided for by rule, statute, or law. To the extent that any timeframe or other provision of this Order may be construed as being in conflict with any rule, statute, or law, the rule, statute, or law shall prevail.
9. This Order is effective January 1, 2025.

**DONE AND ORDERED** in Chambers, at Panama City, Bay County, Florida, this 3<sup>rd</sup> day of February, 2025.



CHRISTOPHER N. PATTERSON  
CHIEF JUDGE

Copies to:  
All Judges, Fourteenth Judicial Circuit  
All Clerks, Fourteenth Judicial Circuit  
Robyn Gable, Trial Court Administrator  
Bay County Bar Association  
[www.jud14.flcourts.org](http://www.jud14.flcourts.org)

## EXHIBIT A

IN THE [CIRCUIT or COUNTY] COURT OF THE  
FOURTEENTH JUDICIAL CIRCUIT  
IN AND FOR [BAY, CALHOUN, GULF, HOLMES, JACKSON or  
WASHINGTON] COUNTY, FLORIDA

CASE NO.:  
CIVIL DIVISION

\_\_\_\_\_  
Plaintiff(s),

vs.

\_\_\_\_\_  
Defendant(s).

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**STANDING CIVIL CASE MANAGEMENT ORDER: ESTABLISHING  
STREAMLINED CASE TRACK DEADLINES**

All civil actions, except those enumerated in Fla. R. Civ. P. 1.200(a), must be assigned one of three case management tracks within **120 days** after the action is filed. This case is hereby initially designated as ***“Streamlined”*** for purposes of Rule 1.200. **Plaintiff shall file and serve this Standing Order upon all named Defendant(s) along with the summons and complaint.**

**CASE TRACK ASSIGNMENT DEADLINES:**

The parties are subject to a continuing duty to **MEET AND CONFER** regarding the projected deadlines established by this Order. ***All deadlines established by this Order shall be strictly enforced unless specifically altered or modified by a subsequently issued order of this Court.<sup>1</sup>***

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<sup>1</sup> If this action is subject to a previously entered Uniform Order Scheduling Trial (Bench or Jury), all dates and deadlines contained in the Uniform Order Scheduling Trial shall supersede any dates and deadlines contained in this Standing Civil Case Management Order.

<b>CATEGORY:</b>	<b>“STREAMLINED” CASE DEADLINES:</b>
<b>Service of Complaint</b>	120 days after the action is filed. <i>See Fla. R. Civ. P. 1.070(j)</i>
<b>Service Under Extension</b>	Deadlines for extensions to serve process upon defendants will be at the discretion of the trial judge. Generally, parties should not expect an extension of longer than 180 days from the filing of the complaint. <i>See Fla. R. Civ. P. 1.070(j)</i> .
<b>Anticipated Trial Date</b>	Twelve (12) months from the date of service of initial process on the last defendant or 120 days after commencement of the action as provided in rule 1.050, whichever occurs first to final disposition.
<b>Adding New Parties</b>	165 days from the filing of the complaint
<b>Completion of Fact Discovery</b>	45 days before the initially set Pre-Trial Conference
<b>Completion of Expert Discovery</b>	30 days before the initially set Pre-Trial Conference
<b>Filing and service of motion for summary judgment</b>	75 days before the initially set Pre-Trial Conference.
<b>Completion of Alternative Dispute Resolution, including Non-Binding Arbitration and Mediation</b>	45 days before the Pre-Trial Conference
<b>Filing and Resolution of All Objections to Pleadings</b>	The filing shall be 120 days from the date of the service of the complaint. The hearing thereon shall occur before 180 days from the date of the service of the complaint.
<b>Filing and Resolution of All Pretrial Motions</b>	The filing shall be 30 days before the Pre-Trial Conference. The hearing thereon shall occur before the Pre-Trial Conference

**ADDITIONAL REQUIREMENTS:**

1. Within 20 days of filing any motion for which a hearing is requested, the moving party must contact the presiding judge's office to set the motion for hearing. Failure to seek such hearing may result in the motion being denied.

2. Within thirty (30) days of entry of this Standing Order for Plaintiff, and within thirty (30) days of filing an appearance in this case for each Defendant/Third-Party Defendant, counsel, or the party if pro se, shall file a certification that they have read and agree to abide by this Standing Order and the presiding judge's Administrative Procedures, which may be found on the 14<sup>th</sup> Judicial Circuit's website, [www.jud14.flcourts.org](http://www.jud14.flcourts.org). Failure to comply with this Standing Order or any Administrative Procedures may result in denial of hearing time, denial of a motion or other requested relief, an award of attorney's fees and/or costs, striking of pleadings, dismissal of claims, a finding of contempt, or other potential actions.

**DONE AND ORDERED** in Chambers in the Fourteenth Judicial Circuit, Bay County, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

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CIRCUIT / COUNTY JUDGE

Copies to:

All parties of record via electronic service

**"AMERICANS WITH DISABILITIES ACT"**

**If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator by mail at P. O. Box 1089, Panama City, FL 32402 or by phone at (850) 767-3550 at least seven (7) days before your scheduled court appearance, or immediately upon receiving this notification if the time before the scheduled appearance is less than seven (7) days. If you are hearing impaired, please call 711 or email [ADARequest@jud14.flcourts.org](mailto:ADARequest@jud14.flcourts.org).**

Bay, Calhoun, Gulf, Holmes, Jackson, & Washington Counties

ADA Coordinator

P.O. Box 1089

Panama City, Florida 32402

Phone: 850-747-5338

Fax: (850) 747-5717

Hearing Impaired: Dial 711

Email: [ADARequest@jud14.flcourts.org](mailto:ADARequest@jud14.flcourts.org)

## EXHIBIT B

IN THE [CIRCUIT or COUNTY] COURT OF THE  
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IN AND FOR [BAY, CALHOUN, GULF, HOLMES, JACKSON, or  
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CASE NO.:  
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\_\_\_\_\_  
Plaintiff(s),

vs.

\_\_\_\_\_  
Defendant(s).

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**STANDING CIVIL CASE MANAGEMENT ORDER: ESTABLISHING GENERAL  
CASE TRACK DEADLINES**

All civil actions, except those enumerated in Fla. R. Civ. P. 1.200(a), must be assigned one of three case management tracks within 120 days after the action is filed. This case is hereby initially designated as "General" for purposes of Rule 1.200. **Plaintiff shall file and serve this Standing Order upon all named Defendant(s) along with the summons and complaint.**

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<b>CATEGORY:</b>	<b>“GENERAL” CASE TRACK DEADLINES:</b>
<b>Service of Complaint</b>	120 days after the action is filed. <i>See</i> Fla. R. Civ. P. 1.070(j)
<b>Service Under Extension</b>	Deadlines for extensions to serve process upon defendants will be at the discretion of the trial judge. Generally, parties should not expect an extension of longer than 180 days from the filing of the complaint to execute service. <i>See</i> Fla. R. Civ. P. 1.070(j).
<b>Anticipated Trial Date</b>	18 months from the date of service of initial process on the last defendant or 120 days after commencement of the action as provided in Rule 1.050, whichever occurs first, to final disposition.
<b>Adding New Parties</b>	180 days from the filing of the complaint
<b>Completion of Fact Discovery</b>	60 days before the initially set Pre-Trial Conference
<b>Completion of Expert Discovery</b>	45 days before the initially set Pre-Trial Conference
<b>Filing and service of motion for summary judgment</b>	75 days before the initially set Pre-Trial Conference
<b>Completion of Alternative Dispute Resolution, including Non-Binding Arbitration and Mediation</b>	45 days before the Pre-Trial Conference
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CIRCUIT / COUNTY JUDGE

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OF THE CIRCUIT COURT

By Gabriela Barber  
Deputy Clerk