



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

ADMINISTRATIVE ORDER #2010-00-06
(RESCINDING ADMINISTRATIVE ORDER #2009-00-05)

RE: MORTGAGE FORECLOSURE CASE MANAGEMENT

Whereas, the courts in this circuit have experienced an unprecedented increase in the number of foreclosure cases;

Whereas, hearings have been delayed due to inadequate preparation and complications presented as a result of telephone hearings;

Whereas, Rule 2.215(b)(2), Florida Rules of Judicial Administration, provides that the chief judge of a circuit "shall exercise administrative supervision over all courts within the judicial circuit,"

Whereas, Rule 2.215(b)(3), Florida Rules of Judicial Administration, directs the chief judge to develop an administrative plan for the efficient and proper administration of all courts within the circuit;

Now Therefore, it is ORDERED and ADJUDGED that pursuant to the aforementioned authorities vested in the Chief Judge of the Fourteenth Judicial Circuit, I do hereby enter this Administrative Order for Mortgage Foreclosure Case Management as follows:

1. All mortgage foreclosure cases existing and newly filed in the Fourteenth Judicial Circuit are subject to this order unless excused by the presiding judge.
2. To comply with this Mortgage Foreclosure Case Management Order, the plaintiff's counsel shall complete, file, and serve a copy of the Mortgage Foreclosure Memorandum of Status for all cases that are scheduled for summary judgment hearings on or after August 3, 2009. A copy of this form can be found on the circuit's website at www.jud14.flcourts.org under the 2010 Circuit Administrative Orders.
3. Effective August 3, 2009, attorneys will no longer be allowed to appear by telephone for foreclosure final hearings, including summary final judgment hearings. Attorneys must appear in person, unless they have prior approval from the presiding judge.

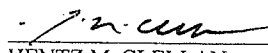
4. Prior to requesting a date for hearing on a motion for summary judgment or final judgment by default, the motion must be on file in the clerk's office.
5. All hearing times must be scheduled by the office of the attorney who will attend the hearing in person. The judicial assistant or scheduler will record the name and Florida Bar number of the attorney scheduling the hearing.
6. Once a hearing date and time has been obtained from the judge and a notice of hearing filed, the hearing can only be cancelled by the Court upon a motion to cancel and reschedule hearing and order of the Court granting said motion. The motion to cancel and reschedule shall be sent to the presiding judge. Unless the motion has been agreed to by all parties not in default, the motion to cancel and reschedule must be noticed for hearing and heard prior to the scheduled hearing date. Failure to comply with this procedure may result in sanctions being imposed against the offending party and/or its attorney.
7. The Mortgage Foreclosure Memorandum of Status must be completed by the plaintiff, served at least seven (7) calendar days prior to the scheduled foreclosure hearing, and a copy faxed, emailed, or hand-delivered to the presiding judge's office on the date of service.
8. Within 30 days of the date of service on the borrower, counsel for plaintiff, or a representative of plaintiff, must make a good faith effort to contact the borrower in an attempt to resolve this matter and must provide the borrower, in written form, with contact information for purposes of resolving this claim including the following: Name, address, telephone number, fax number, and email address of the contact person.
9. The Notice of Hearing for Summary Final Judgment or Judgment by Default must also include the current contact information as required in paragraph 8 of this order.
10. (a) Please note that **Bay, Calhoun, Holmes, Jackson, and Washington Counties are on Central Time**. Hearings in these counties are to be noticed in **Central Time**, and the notice of hearing time shall specifically state "**Central Time**".

(b) **Gulf County is on Eastern Time**, and the notice of hearing time shall specifically state "**Eastern Time**".

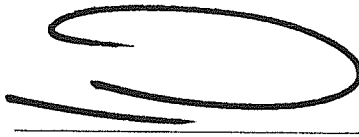
11. Contact the Bay County Clerk's office by email for information on accessing the electronic file of all Bay County documents on file: cis@baycoclerk.com. The Fourteenth Circuit website is: www.jud14.flcourts.org.
12. Foreclosure matters must be resolved in a timely manner. In uncontested matters, the foreclosure final hearing should be held within 180 days of the date the complaint is filed. In contested matters, the foreclosure final hearing should be held within 270 days of the date the complaint is filed. The sale of the property should occur, and the certificate of title be issued, within 75 days of the date the final judgment is filed. Failure to abide by these time requirements, absent a showing of good cause, may subject the plaintiff to sanctions.

DONE AND ORDERED in Chambers, in Panama City, Bay County, Florida, this

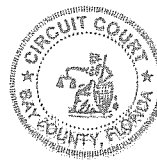
10 day of December, 2010.




 HENTZ McCLELLAN
 CHIEF JUDGE



 MICHAEL C. OVERSTREET
 ADMINISTRATIVE CIVIL JUDGE



A CERTIFIED TRUE COPY
 BILL KINSAUL CLERK
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 By 
 Deputy Clerk