

IN THE CIRCUIT COURT OF THE SEVENTEENTH JUDICIAL CIRCUIT  
IN AND FOR BROWARD COUNTY, FLORIDA

Order Number 2014-37-CO

**ADMINISTRATIVE ORDER ESTABLISHING LOCATIONS FOR  
FILING AND HEARING OF SMALL CLAIMS CIVIL ACTIONS**

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(a) Florida Rule of Judicial Administration 2.215(b)(3) states the chief judge shall “develop an administrative plan for the efficient and proper administration of all courts within that circuit.”

(b) The Broward County Board of County Commissioners has established four (4) courthouses in Broward County. The Broward County Judicial Complex a/k/a the Central Courthouse is located at 201 S.E. Sixth Street, Fort Lauderdale, Florida 33301. The North Regional Courthouse is located at 1600 West Hillsboro Boulevard, Deerfield Beach, Florida 33442. The South Regional Courthouse is located at 3550 Hollywood Boulevard, Hollywood, Florida 33021. The West Regional Courthouse is located at 100 North Pine Island Road, Plantation, Florida 33324.

(c) The allocations of small claims civil actions between the four (4) courthouses is necessary for utilization of the satellite courthouses for the convenience of the public, equitable distribution of the small claims civil filings between the four (4) courthouses, and alleviate the lack of parking at or near the satellite and central courthouses at peak court business hours.

(d) In accordance with the authority vested in the chief judge by Florida Rule of Judicial Administration 2.215, it is ordered:

(1) Effective **October 1, 2014**, the small claims dockets shall be set by the Clerk of County Court as follows:

(a) The Clerk of Court shall assign small claims cases to all central and satellite civil divisions.

(b) Small claims cases shall be assigned to dockets as follows:

(i) Central small claims dockets shall continue to be set on Tuesdays with dockets at 9:00 a.m. and 1:30 p.m. All PIP and other insurance cases shall be set on the 1:30 p.m. docket. The Administrative Judge for County Court or the Chair of the Civil Division for County Court shall provide the Clerk of Court with the schedule of when the central county civil judges will be hearing small claims cases so that the cases may be assigned to the appropriate division and may also make necessary adjustments to the number of cases set per docket.

- (ii) South and West small claims cases shall be equally distributed to the county judges and the dockets set as directed by the judge assigned to the county civil division.
  - (iii) North small claims shall be set by the Clerk of Court as directed by the Chair of County Civil Division or Chair of the County Satellites.
- (2) Effective October 1, 2014, the filing of credit card debt small claims cases or cases originally stemming from a credit card debt shall assigned as follows:
- (a) If an attorney has a physical primary office as registered with The Florida Bar not in Broward, Miami-Dade, or Palm Beach County the cases shall be assigned by the Clerk of Court to a division at the West Regional Courthouse.
  - (b) If an attorney has a physical primary office as registered with The Florida Bar at a location in Broward, Miami-Dade or Palm Beach County he or she may select the central or a satellite courthouse for assignment.
  - (c) An attorney whose primary physical office is not in Broward, Miami-Dade or Palm Beach County may not circumvent the application of sub-paragraph (a), above, by retaining local counsel to cover his or her hearings, nor by opening a satellite office or post office box/mail drop that is not the attorney's primary physical office.

DONE AND ORDERED in chambers at Fort Lauderdale, Broward County, Florida on  
September 30, 2014.

s/ Peter M. Weinstein  
Peter M. Weinstein, Chief Judge