

**JUDGE WEINSTEIN (Division 60): EX PARTE CALENDAR REQUEST FORM**

FILE NO.: \_\_\_\_\_

IN RE: \_\_\_\_\_

EPORTAL REFERENCE NO. OF THE EX PARTE CALENDAR REQUEST<sup>1</sup>: \_\_\_\_\_

ATTORNEY’S NAME: \_\_\_\_\_

I hereby request to attend the uncontested/ex parte calendar to be held on **Tuesday****/Thursday**, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ at **9:15 a.m.**, in Courtroom 12158, Fort Lauderdale, Broward County, Florida, on the following matter(s)<sup>2</sup>:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**[PLEASE NOTE: THE COURT WILL NOT HEAR THE FOLLOWING MATTERS DURING THE UNCONTESTED/EX PARTE CALENDAR SCHEDULE: (1) Attorney's Fees & Costs; (2) Guardian's Fees & Costs; (3) Discharge of Personal Representatives and Guardians; (4) Approval of Minor Settlements; and (5) Appointment of Guardian(s) unless the Guardian(s) has/have already been investigated and approved by the Court Monitor's Office.]**

I hereby certify that: the above-referenced matter(s) is/are uncontested, all interested parties have been served notice of the document(s) to be addressed during the ex parte calendar, and I have not received notification that any party objects to the bringing of the matter(s) before this Court.

\_\_\_\_\_  
Attorney’s Signature

\_\_\_\_\_  
Florida Bar No.

\_\_\_\_\_  
Attorney’s e-mail

\_\_\_\_\_  
Attorney’s Phone No.

**Specific Instructions:**

- The Ex Parte Calendar Request Form and the relevant document(s) for the requested ex parte hearing shall be e-filed at: [www.myflcourtaaccess.com](http://www.myflcourtaaccess.com). Each relevant document and any attachments thereto must be filed as a separate PDF.
- Immediately after e-filing the Ex Parte Calendar Request Form and the accompanying document(s), an e-mail shall be sent to the Broward County Clerk of Court, Probate Division at [exparterequests@browardclerk.org](mailto:exparterequests@browardclerk.org), with the subject matter “Ex Parte Request.” The e-mail shall include: the case number, the reference number of the Ex Parte Request Form, and the reference number of any relevant documents that have not yet been accepted through the ePortal.
- An Ex Parte Calendar Request Form must be e-filed even for those documents that were filed in paper format, prior to April 1, 2013.
- A separate Ex Parte Request Form must be e-filed for each individual case number.
- The Ex Parte Calendar Request Form for a Tuesday hearing shall be e-filed by 11:00 a.m. of the prior Thursday.
- The Ex Parte Calendar Request Form for a Thursday hearing shall be e-filed by 11:00 a.m. of the prior Tuesday.

\_\_\_\_\_  
<sup>1</sup> Please add the ePortal reference number after e-filing, for reference at the hearing.  
<sup>2</sup> Please specify the date when the document(s) was/were e-filed or paper filed, and include the ePortal reference number for the documents that were e-filed.