

Judge Mark A. Speiser

Probate, Division 62

Online Motion Calendar and Special Set Procedures

(Updated September 25, 2017)

IT IS MANDATORY THAT ALL PARTIES CONSULT AND AGREE ON A DATE PRIOR TO CALENDARING A MOTION OR SPECIAL SET HEARING.

Motion Calendar:

Hearings will be held on Mondays and Wednesdays from 9:00am to 10:00am in Room 12178 of the Broward County Courthouse.

All Motion Calendar Hearings are scheduled online by Counsel. Please visit www.17th.flcourts.org and click on “online scheduling” which will direct you to Case Management System (CMS). Only non-evidentiary matters may be set on motion calendar and must be completed by both sides in 10 minutes or less. Only two motions per case are allowed to be scheduled per day. A petition or motion shall not be set for hearing on motion calendar unless the attorney or interested person noticing the hearing first attempted in good faith to resolve the motion.

Special Sets:

Special Set hearings are held on Tuesday-Thursday, 10am to 4pm. They are scheduled online by Counsel. You can special set a hearing for 15 minutes up to one hour. Anything over one hour, please contact the Judicial Assistant at 954-831-7805 to schedule.

Counsel **must** provide the Court with a hard copy of the Motion/Petition, confirmation receipt and Notice of Hearing on all Motion Calendar and Special Set Hearings at least 5 days prior to the hearing by drop off, mail or delivery, no email. (CONFIRMATION RECEIPT MUST BE ATTACHED AS A COVERSHEET). Also, Counsel must serve the opposing side a copy of the Motion/Petition, confirmation receipt and Notice of Hearing at least 5 days prior to the hearing.

Cancellation: Should any scheduled hearing become unnecessary, the scheduling party **shall immediately** cancel the hearing using the online system and is responsible for advising all interested parties that the hearing has been canceled.

Phone appearances: A motion and proposed order must be submitted to the Judge’s chambers at least 5 days before the hearing. The motion must state why the attorney cannot appear in person and must state whether or not everyone agrees to the appearance by telephone and

otherwise comply with Florida Rule of Judicial Administration 2.530. If the motion is granted by the presiding Judge, the petitioning party must arrange a Conference Call through [Court Call](#) by calling 1-888-882-6878. If more than one person is appearing telephonically, the petitioning party is responsible for arranging the conference call.

Emergency Petitions

If you have a true emergency petition, e-file the petition with the clerk and send a hard copy to the Judge's chambers, 15133, for review.