

JUDGE ALBERTO RIBAS, JR.
CIRCUIT COURT JUDGE
SEVENTEENTH JUDICIAL CIRCUIT OF
FLORIDA



BROWARD COUNTY COURTHOUSE
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DIVISION JO/32/JJ GUIDELINES

COMMUNICATION

The code of Judicial Conduct precludes Judicial Assistants and other courtroom staff from speaking to parties about substantive matters in any case. Furthermore, the Judicial Assistant and other court personnel are not legally qualified to provide legal advice to anyone.

In addition, the Code of Judicial Conduct also prohibits judges from considering ex-parte (or one-sided) communications. As a result, any issue to be considered by the Court should be in the form of a Motion filed with the Clerk of Court and copies provided to all parties of record. However, the mere filing of a motion with the Clerk's Office does not bring the matter before the Judge. A hard copy must be provided to the Judge with a cover letter explaining how much time is necessary for the matter to be heard. The cover letter and the motion must be copied to all parties before it is sent to the judge.

Self-represented or pro se litigants, who have questions after reviewing these procedures, may seek assistance in order to receive additional procedural information by going to Room 19130 (19th Floor) of the Courthouse or by contacting the division case manager at 954-831-5880.

SUBMISSION OF MATERIALS TO THE COURT

Not only is a party required to disclose materials to opposing counsel and all interested parties, but filings and supplemental material that Judge Ribas is to consider must also be provided to the Court in advance of any hearing. Therefore, hard copies of any materials including, but not limited to, motions, provider reports, and home studies that are to be considered by the Court at a hearing MUST be submitted, in paper form, to Judge Ribas at least 2 business days before the hearing.

HEARINGS

Dependency Division hearings are NOT scheduled via the On-Line Scheduling System. Please provide a copy of the motion with a cover letter and deliver or mail to the judge and the Judicial Assistant will call you to set the hearing date and time.

For any other information not covered in these Guidelines please call the Judicial Assistant to inquire further.