



**MARTIN S. FEIN**  
CIRCUIT JUDGE  
SEVENTEENTH JUDICIAL CIRCUIT OF FLORIDA  
Victoria Cruz, Judicial Assistant

BROWARD COUNTY COURTHOUSE  
201 S.E. 6TH STREET, BOX160  
FORT LAUDERDALE, FL 33301  
954-831-7342

### **SCHEDULING HEARINGS**

1. To schedule a motion calendar hearing: Division FX participates in the CMS online scheduling system. Any party can schedule any motion calendar hearing at 8:45 AM on any available date using the CMS online scheduling system.
2. To schedule a special set evidentiary hearing (including excess attorney fees): Please file your motion with the clerk and email a courtesy copy of the motion to Judicial Assistant Victoria Cruz at [vcruz@17th.flcourts.org](mailto:vcruz@17th.flcourts.org). Once Judge Fein reviews the motion a status hearing will be set. At the status hearing Judge Fein will set the special set evidentiary hearing on a date and time convenient to all parties when all parties are present.
3. To schedule a jury trial: All jury trials are special set by Judge Fein in court when all parties are present.

### **APPEARING ON ZOOM OR IN PERSON**

1. ZOOM is always on when Division FX is in session.
2. Attorneys may appear in person in Courtroom 4780 or via zoom for any non-evidentiary hearing.
3. All attorneys and all parties must appear in person in Courtroom 4780 for all evidentiary hearings, plea hearings, sentencing hearings and jury trials.

### **ALL OTHER QUESTIONS REGARDING DIVISION FX PROCEDURES**

1. Please contact Judicial Assistant Victoria Cruz by email at [vcruz@17th.flcourts.org](mailto:vcruz@17th.flcourts.org) or by phone # 954-831-7342.