

PROBATE/GUARDIANSHIP PROCEDURES

PUTNAM COUNTY/DIVISION 51

HONORABLE CHRISTOPHER A. FRANCE

MAILING ADDRESS: KIM C. HAMMOND JUSTICE CENTER

1769 E. MOODY BLVD, BLDG. 1

BUNNELL, FL 32110

JUDICIAL ASSISTANT: JENNIFER SIRMAN: JSIRMAN@CIRCUIT7.ORG

PHONE: 386 313 4515

ORDERS- PLEASE EMAIL PROPOSED ORDERS IN WORD FORMAT TO: DIVISION51@CIRCUIT7.ORG. ORDERS ARE ELECTRONICALLY SIGNED AND WILL NEED TO BE SET UP ACCORDINGLY. SIGNATURE SHOULD BE AS FOLLOWS (TO INCLUDE THE SERVICE INFORMATION, PLEASE). THE MOVANT IS TO SERVE ORDERS TO PARTIES THAT DO NOT HAVE A DESIGNATED EMAIL ADDRESS.

{Signature}

CHRISTOPHER A FRANCE,
CIRCUIT COURT JUDGE

This Order shall be served upon the parties via email in accordance with Fla. R. Gen. Prac. & Jud. Admin. 2.516(b). The movant shall serve any party without a designated e-mail address.

IF YOU ARE PRO SE, PLEASE FILE YOUR ORDER WITH THE CLERK OF COURT.

HEARINGS- IF YOU ARE IN NEED OF HEARING TIME, PLEASE EMAIL THE JA AT: JSIRMAN@CIRCUIT7.ORG WITH HOW MUCH TIME IS NEEDED.

HEARINGS SHALL BE NOTICED AS IN PERSON. PARTIES WISHING TO APPEAR REMOTELY MUST FILE A MOTION WITH THE COURT, WITH CAUSE, AND EMAIL A PROPOSED ORDER FOR REVIEW.

JUDGE FRANCE'S ZOOM MEETING ID IS : 386 313 4515

PLEASE NOTICE YOUR HEARINGS WITH THE PUTNAM COURTHOUSE ADDRESS AND NOT THE MAILING ADDRESS LISTED ABOVE.

PUTNAM COUNTY COURTHOUSE
410 ST. JOHNS AVE
PALATKA, FL 32177
COURTROOM 305

EVIDENTIARY HEARINGS ARE IN PERSON. IF YOU ACQUIRE A COURT REPORTER, THEY ARE NOT PERMITTED TO APPEAR REMOTELY.

MOTIONS TO CONTINUE OR CANCELLATION OF HEARINGS: HEARINGS MAY NOT BE MOVED OR CANCELLED UNLESS A MOTION IS FILED AT LEAST 3 DAYS PRIOR TO HEARING, WITH CAUSE. IF THE MOTION OR NOTICE IS NOT FILED IN A TIMELY FASHION, THE HEARING SHALL REMAIN NOTICED AND PARTIES ARE REQUIRED TO ATTEND.

IF YOU ARE NOT REPRESENTED BY AN ATTORNEY (PRO SE) DOCUMENTS FILED WITH THE CLERK OF COURT MUST INCLUDE A SIGNATURE, WITH PRINTED NAME, ADDRESS, TELEPHONE NUMBER, AND E-MAIL ADDRESS ON THE DOCUMENT. PRO SE LITIGANTS ARE REQUIRED TO COMPLETE A **DESIGNATION OF EMAIL ADDRESS FORM** THAT CAN BE OBTAINED BY THE CLERK OF COURT.