

IN THE CIRCUIT COURT OF THE
NINTH JUDICIAL CIRCUIT, IN AND
FOR ORANGE COUNTY, FLORIDA

[]

Case No.
Division 39

Plaintiff(s)

vs.

[]

Defendant(s).

_____ /

ORDER SETTING TRIAL PRIORITY

YOU ARE HEREBY NOTIFIED the below listed cases, set for the _____ trial docket, shall be called in the following order:

Week 1 –, 2024

Week 2 –, 2024

The cases assigned #1 and #2 each week shall report in person at 9:00 a.m. on _____, 2024 (week 1) and _____, 2024 (week 2) to Courtroom 18-B for jury selection.

To address trial conflicts still existing a week before trial or to obtain up-to-date information on the docket, the parties may schedule a trial management conference for short matters.

Requests for audio and/or visual equipment must be made at least 48 business hours in advance of trial. For assistance, see the Court's web site, www.ninthcircuit.org under Services > Technology Support > Fill out A/V Request Form. This link contains important information regarding technology support:

<https://www.ninthcircuit.org/services/technology-support>

All exhibits and evidence must be tagged and pre-marked for identification prior to trial. According to the Clerk's Office, evidence instructions and tags are available at the Orange County Courthouse, Monday to Friday from 7:30 a.m. to 4:00 p.m., in the Records division located in Room 150.

If a case settles, the Judicial Assistant must be immediately notified of any

settlement or resolution of any matter on the trial docket. The trial will not be removed from the actual docket, is subject to trial call, and the attorneys must appear in person, until such time as (1) as a Notice of Settlement has been filed, and (2) the Court has advised through email correspondence with the Judicial Assistant that the parties are relieved from appearing at trial call.

Proposed jury instructions and a proposed verdict form are due prior to the first day of trial unless an earlier deadline is established by the trial order or another order.

You must refer to the guidelines and procedures available on the Division 39 website for additional requirements.

DONE AND ORDERED.

Chad K. Alvaro
CIRCUIT JUDGE

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that the foregoing was filed with the Clerk of the Court on the above signed date by using the Florida Courts E-Filing Portal System. Accordingly, a copy of the foregoing is being served on this day to all attorney(s)/interested parties identified on the ePortal Electronic Service List, via transmission of Notices of Electronic Filing generated by the ePortal System.

Judicial Assistant to Judge Chad K. Alvaro

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the ADA Coordinator, Human Resources, Orange County Courthouse, 425 N. Orange Avenue, Suite 510, Orlando, Florida, (407) 836-2303, at least 7 days before your scheduled court appearance, or immediately upon receiving this notification if the time before the scheduled appearance is less than 7 days; if you are hearing or voice impaired, call 711.

