

**IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT  
IN AND FOR HILLSBOROUGH COUNTY, STATE OF FLORIDA  
FAMILY LAW DIVISION**

**IN RE: THE MARRIAGE OF:**

**CASE NO.**

**Former Husband/Wife,**

**DIVISION:**

**and**

**Former Husband/Wife.**

---

**ORDER SETTING FINAL HEARING AND PRETRIAL CONFERENCE ON  
POST JUDGMENT RELIEF**

**THIS CAUSE**, being at issue and ready for trial, it is, upon consideration,

**ORDERED AND ADJUDGED** as follows:

1. This cause is set for final hearing/trial on the \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_, at \_\_\_\_\_ A.M./P.M.; or it is set for trial during the week (s) commencing on Monday, \_\_\_\_\_ 200\_\_, at \_\_\_\_\_ A.M./P.M. at the George E. Edgecomb Courthouse, Tampa, Florida.
2. This cause is set for Pretrial Conference in Courtroom \_\_\_\_\_ at the George E. Edgecomb Courthouse, Tampa, Florida, on \_\_\_\_\_, 200\_\_, at \_\_\_\_\_ A.M./P.M. Each party, if represented by counsel, shall be represented at the conference by the attorney who expects to conduct the actual trial and who shall be familiar, not only with the provisions and purposes of Rule 12.200, Florida Family Law Rules of Procedure, but with the party's evidence, and who shall have full authority to discuss, agree and stipulate insofar as possible, on all matters of fact and law not in issue which will simplify and expedite the trial.
3. The parties to this case shall be at the courthouse for the pretrial conference and shall be present during the conference unless their absence is excused by the Court.
4. At least 24 hours prior to said pretrial conference, the attorneys for the parties are directed to each file with the court and serve on opposing counsel, the following:

A brief memorandum setting forth the following:

**CASE HISTORY**

1. Date and place of the final judgment or order sought to be modified.
2. Date and place of every subsequent modification order.

### **THE CHILDREN**

1. If primary residential care and/or visitation or any other aspect of shared or sole parental responsibility is at issue:
  - a. Names, ages, and birthdates, of the children involved.
  - b. The provisions of the final judgment for shared parental responsibility and visitation.
  - c. The provisions of subsequent modification orders affecting shared or sole parental responsibility requested.
  - d. The modification of shared or sole parental responsibility requested.
  
2. If any aspect of child support is at issue:
  - a. Names ages, and birthdates, of the children involved.
  - b. The provisions of the final judgment for child support.
  - c. The provisions of subsequent modification orders affecting child support.
  - d. The modification of child support requested.
  - e. Current gross and net income of each party and the costs of medical insurance and daycare, if any. (Attach current Family Law Financial Affidavit and last three payroll stubs, as well as W-2, 1099, and K-1 for the immediately preceding year.)

### **ALIMONY**

1. The provisions of the final judgment for the amount and type of alimony awarded.
2. The provisions of subsequent modifications for the amount and type of alimony awarded.
3. The amount of type of alimony requested and at issue (if any).
4. Current gross and net income of each party. (Attach current Family Law Financial Affidavit and last three payroll stubs, as well as W-2, 1099, and K-1 for the immediately preceding year.)

### **ATTORNEY FEES AND COURT COSTS**

1. The amount of attorney's fees and court costs sought by either party from the other (estimate to conclusion of trial).
2. Whether testimony will be presented on this issue at trial or whether a subsequent hearing on this issues is requested.

### **MISCELLANEOUS**

1. Request for amendments to the pleadings.
2. Necessity for further discovery. (The court will not permit further discovery following the pretrial conference unless there are exceptional circumstances).
3. Admissions and stipulations to avoid unnecessary proof.
4. Pending motions, attaching memoranda in support of or in opposition to said motions when anticipated to be necessary.
5. Request for judicial notice.
6. Issues to be resolved, attaching memoranda when anticipated to be necessary.
7. Estimate the time needed for trial. (The parties will be expected to complete the trial within the allotted time which the court will equitably allocate between the parties).
8. Any request for direct payment of child support and/or alimony and/or a delayed income deduction order and reasons why.
9. Whether mediation has been requested and/or waived and/or completed.

**ATTACH TO THE MEMORANDUM THE FOLLOWING**

1. A fully completed and executed current financial affidavit in the format required by the Florida Family Law Rules of Procedure, together with each party's last three payroll stubs and/or W-2(s), 1099(s), and K-1(s) for the immediately preceding calendar year. Copies of all financial affidavits previously filed in the case, if applicable. Previously filed financial affidavits are applicable if either party is seeking modification or change in child support and/or alimony.
2. A schedule of all photographs, exhibits, and documentary evidence which the party proposes to use at trial.
3. A witness list giving all names and addresses of all individuals who may be called by a party.
4. A current Uniform Child Custody Jurisdiction Enforcement Affidavit, if applicable.
5. A Child Support Guideline Worksheet.
6. A copy of the Order or Judgment sought to be modified

5. Failure to comply with the requirements of this Order will subject the party/or attorney to appropriate sanctions.

**DONE AND ORDERED** at Tampa, Hillsborough County, Florida, this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
CIRCUIT COURT JUDGE

Copies furnished to: