IN THE CIRCUIT COURT, FOURTH

 JUDICIAL CIRCUIT, IN AND FOR

 NASSAU COUNTY, FLORIDA

 CASE NUMBER:

 DIVISION:

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/***

**NOTICE OF HEARING**

**To:**

 **PLEASE TAKE NOTICE** that the undersigned counsel for the \_\_\_\_\_ shall call upon the Honorable \_\_\_\_\_\_\_, at the Robert M. Foster Justice Center, 76347 Veterans Way, Yulee, FL 32097 on **\_\_\_\_\_\_\_\_\_\_\_\_\_**, or as soon as can be heard afterward, for a hearing on the *\_\_\_\_\_\_\_\_\_\_\_\_\_*.**Pursuant to the Nassau County Administrative Order 2020-1, this hearing shall be conducted either by telephonic means or video conference utilizing the Zoom Application.**

1. The Court has advised that the Zoom application is preferred. There is no cost to use it. For instructions how to sign up for Zoom, please visit <https://zoom.us/resources>
2. To appear before Judge Fahlgren via the Zoom Application, the parties and/or their attorneys are responsible for downloading the Zoom Application and then using the following invitation information:

Join Zoom Meeting

https://zoom.us/j/383599807?pwd=MmRDbzFvc0RQenFGQUxFR20vaHpTZz09[[1]](#footnote-1)

Meeting ID: 383 599 807

Password: 900183

Please name your Zoom profile accordingly so you can be easily identified by Judge Fahlgren.

1. To appear telephonically, please call 904-548-4940 at the time set for this hearing. It is preferred that anyone appearing by phone be in the presence of a notary for the purposes of being sworn in.
2. Exhibits should be bate stamped, if possible, and exchanged in advance of hearings, and submitted by email to the Court at astrickland@nassauclerk.com at least 24 hours in advance of the hearing date. When those exhibits are emailed to the Court they should be sent in as one PDF file, or as few PDFs as possible, include an index, and should be easily identified. Files containing more than five (5) exhibits should include a cover sheet before each exhibit. It is anticipated that those exhibits will be printed for the Court’s review. However, it may be necessary for the Court to review them electronically only.
3. **The Court has directed that the parties identify the means in which they intend to appear by email to** **astrickland@nassauclerk.com** **no later than 24 hours prior to the hearing.**

Time scheduled for this hearing is thirty (30) minutes

**PLEASE GOVERN YOURSELF ACCORDINGLY**.

**Certificate of Service**

 **I HEREBY CERTIFY** that pursuant to Florida Rule of Judicial Administration 2.516, a true copy of the foregoing has been forwarded to: \_\_\_\_\_\_\_\_\_\_\_\_, via email to: \_\_\_\_\_\_\_\_\_\_\_, and U.S. Mail to \_\_\_\_\_\_\_\_\_\_\_\_\_

this \_\_\_\_\_day of March 2020.

 Attorney Signature Block

**Notice(s)**

1. YOU ARE ADVISED THAT IN THIS COURT an electronic audio tape recording *only* is provided. A party may arrange in advance for the services of and provide for a court reporter to prepare a written transcript of the proceedings at that party’s expense.

 A RECORD, WHICH INCLUDES A TRANSCRIPT, MAY BE REQUIRED TO SUPPORT AN APPEAL. THE PARTY SEEKING THE APPEAL IS RESPONSIBLE FOR HAVING THE TRANSCRIPT PREPARED BY A COURT REPORTER. THE TRANSCRIPT MUST BE FILED WITH THE REVIEWING COURT OR THE APPEAL MAY BE DENIED.

1. **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 Nassau County Judicial Annex, 76347 Veterans Way, Yulee, FL 32097 at 904.548.4600 press “0”, within two (2) working days of your receipt of this *Notice of Hearing*. If you are hearing or voice impaired, call TDD 1-800-955-8771.**
2. If you are represented by an attorney or plan to retain an attorney for this matter, you should notify the attorney of this hearing.
1. This link and other useful information can be found on the Court’s website at <https://www.nassauclerk.com/judge-steven-m-fahlgren/> . [↑](#footnote-ref-1)