

FORM 1.997. CIVIL COVER SHEET

I. CASE STYLE

In the ☐ CIRCUIT ☐ COUNTY Court of the Eighth
Judicial Circuit In and for Baker County, Florida

Plaintiff _____

Case #: _____

vs.

Defendant _____

II. AMOUNT OF CLAIM

Please indicate the estimated amount of the claim rounded to the nearest dollar. The estimated amount of the claim is requested for data collection and clerical processing purposes only. The amount of the claim shall not be used for any other purpose.

- | | | |
|---|--|---|
| <input type="checkbox"/> \$8,000 or less | <input type="checkbox"/> \$30,001 - \$50,000 | <input type="checkbox"/> \$75,001 - \$100,000 |
| <input type="checkbox"/> \$8,001 - \$30,000 | <input type="checkbox"/> \$50,001 - \$75,000 | <input type="checkbox"/> over \$100,000.00 |

III. TYPE OF CASE (If case fits more than one type, select most definitive category.) If most descriptive label is a subcategory (indented under a broader category), place an x on both the main category and subcategory boxes.

- | | | |
|---|--|---|
| <input type="checkbox"/> Condominium | <input type="checkbox"/> Commercial foreclosure | <input type="checkbox"/> Discrimination-employment or other |
| <input type="checkbox"/> Contracts and indebtedness | <input type="checkbox"/> Homestead residential foreclosure | <input type="checkbox"/> Insurance claims |
| <input type="checkbox"/> Eminent domain | <input type="checkbox"/> Non-homestead residential foreclosure | <input type="checkbox"/> Intellectual property |
| <input type="checkbox"/> Auto negligence Negligence— | <input type="checkbox"/> Other real property actions | <input type="checkbox"/> Libel/Slander |
| <input type="checkbox"/> other | <input type="checkbox"/> Professional Malpractice | <input type="checkbox"/> Shareholder derivative claim |
| <input type="checkbox"/> Business governance | <input type="checkbox"/> Malpractice-business | <input type="checkbox"/> Securities litigation |
| <input type="checkbox"/> Business torts | <input type="checkbox"/> Malpractice-medical | <input type="checkbox"/> Trade secrets |
| <input type="checkbox"/> Environmental/Toxic tort | <input type="checkbox"/> Malpractice-other professional | <input type="checkbox"/> Trust litigation |
| <input type="checkbox"/> Third party indemnification | <input type="checkbox"/> Other | <input type="checkbox"/> County Civil |
| <input type="checkbox"/> Construction defect | <input type="checkbox"/> Antitrust/Trade regulation | <input type="checkbox"/> Civil |
| <input type="checkbox"/> Mass tort | <input type="checkbox"/> Business transactions | <input type="checkbox"/> Real Property/Mortgage foreclosure |
| <input type="checkbox"/> Negligent security | <input type="checkbox"/> Constitutional challenge – statute or ordinance | <input type="checkbox"/> Replevins |
| <input type="checkbox"/> Nursing home negligence | <input type="checkbox"/> Constitutional challenge – proposed amendment | <input type="checkbox"/> Evictions |
| <input type="checkbox"/> Premises liability-commercial | <input type="checkbox"/> Corporate Trusts | <input type="checkbox"/> Residential Evictions |
| <input type="checkbox"/> Premises liability-residential | | <input type="checkbox"/> Non-residential Evictions |
| <input type="checkbox"/> Products liability | | <input type="checkbox"/> Other civil (non-monetary) |
| <input type="checkbox"/> Real property/Mortgage foreclosure | | |

IV. REMEDIES SOUGHT (check all that apply):

- ☐ monetary; ☐ nonmonetary declaratory or injunctive relief; ☐ punitive

V. NUMBER OF CAUSES OF ACTION: []

(specify) _____

VI. IS THIS ACTION A CLASS ACTION LAWSUIT? ☐ yes ☐ no

VII. HAS NOTICE OF ANY KNOWN RELATED CASE BEEN FILED?

- ☐ no ☐ yes If "yes," list all related cases by name, case number, and court.

VIII. IS JURY TRIAL DEMANDED IN COMPLAINT? ☐ yes ☐ no

VIII. DOES THIS CASE INVOLVE ALLEGATIONS OF SEXUAL ABUSE? ☐ yes ☐ no

I CERTIFY that the information I have provided in this cover sheet is accurate to the best of my knowledge and belief, and that I have read and will comply with the requirements of Florida Rule of Judicial Administration 2.425.

Signature _____

Fla. Bar # _____

Attorney or party

(Bar # if attorney)

(type or print name)

Date

IN THE COUNTY COURT, EIGHTH JUDICIAL CIRCUIT
IN AND FOR BAKER COUNTY, FLORIDA
339 East Macclenny Avenue, Macclenny, FL 32063
(904) 259-8113

| | |
|----------------------|----------------------|
| _____ | Case No.: _____ |
| PLAINTIFF | |
| _____ | Division: _____ |
| Address | |
| _____ | |
| City, State Zip Code | |
| _____ | |
| Phone | |
| -VS- | |
| _____ | _____ |
| DEFENDANT | DEFENDANT |
| _____ | _____ |
| Address | Address |
| _____ | _____ |
| City, State Zip Code | City, State Zip Code |
| _____ | _____ |
| Phone | Phone |

STATEMENT OF CLAIM
(General)

Plaintiff(s), _____,
sue(s) Defendant(s), _____ and alleges:

WHEREFORE, Plaintiff(s) demands judgment for damages against defendant(s) in the amount of
\$ _____ principal, plus \$ _____ interest, plus \$ _____ service charge,
plus \$ _____ court costs.

PLAINTIFF

IN THE COUNTY COURT IN AND FOR BAKER COUNTY, FLORIDA

| | |
|--|------------------------|
| <p>Plaintiff,</p> <p>vs.</p> <p>Defendant(s).</p> <p>_____</p> | <p>Case No.: _____</p> |
|--|------------------------|

NOTICE TO APPEAR FOR PRETRIAL CONFERENCE/MEDIATION

THE STATE OF FLORIDA: NOTICE TO PLAINTIFF(S) AND DEFENDANT(S)

Defendant name: _____
Address: _____

YOU ARE HEREBY NOTIFIED that you are required to appear via Zoom for a video conference or by Telephone, on ____/____/____ at _____ for a PRETRIAL CONFERENCE.

ZOOM INFORMATION

URL: <https://zoom.us/j/91764751628?pwd=dkUUMDIKNUl5MEw5dzJFZGJyb2VFdz09>

Call: 1-786-635-1003

Meeting ID: 917 6475 1628

Password: 244292

IMPORTANT – READ CAREFULLY

THE CASE WILL NOT BE TRIED AT THAT TIME.

DO NOT BRING WITNESSES. YOU MUST APPEAR IN PERSON OR BY ATTORNEY.

The defendant(s) must appear in court on the date specified in order to avoid a default judgment. The plaintiff(s) must appear to avoid having the case dismissed for lack of prosecution. A written MOTION or ANSWER to the court by the plaintiff(s) or the defendant(s) shall not excuse the personal appearance of a party or its attorney in the PRETRIAL CONFERENCE. The date and time of the pretrial conference CANNOT be rescheduled without good cause and prior court approval.

Any business entity recognized under Florida law may be represented at any stage of the trial court proceedings by any principal of the business entity who has legal authority to bind the business entity or any employee authorized in writing by a principal of the business entity. A principal is defined as being an officer, member, managing member, or partner of the business entity. Written authorization must be brought to the Pretrial Conference.

The purpose of the pretrial conference is to record your appearance, to determine if you admit all or part of the claim, to enable the court to determine the nature of the case, and to set the case for trial if the case cannot be resolved at the pretrial conference. You or your attorney should be prepared to confer with the court and to explain briefly the nature of your dispute, state what efforts have been made to settle the dispute, exhibit any documents necessary to prove the case, state the names and addresses of your witnesses, stipulate to the facts that will require no proof and will expedite the trial, and estimate how long it will take to try the case.

Mediation may take place at the pretrial conference. Whoever appears for a party must have full authority to settle. Failure to have full authority to settle at this pretrial conference may result in the imposition of costs and attorney fees incurred by the opposing party.

If you admit the claim, but desire additional time to pay, you must come and state the circumstances to the court. The court may or may not approve a payment plan and withhold judgment or execution or levy.

If you desire to file a counter-claim, it must be filed with the court not less than five (5) days prior to the above date, with a copy to the plaintiff, or within such time as the court orders.

RIGHT TO VENUE. The law gives the person or company who has sued you the right to file in any one of several places as listed below. However, if you have been sued in any place other than one of these places, you, as the defendant(s), have the right to request that the case be moved to a proper location or venue. A proper location or venue may be one of the following: (1) where the contract was entered into; (2) if the suit is on an unsecured promissory note, where the note is signed or where the maker resides; (3) if the suit is to recover property or to foreclose a lien, where the property is located; (4) where the event giving rise to the suit occurred; (5) where any one or more of the defendants sued reside; (6) any location agreed to in a contract; (7) in an action for money due, if there is no agreement as to where suit may be filed, where payment is to be made.

If you, as the defendant(s), believe the plaintiff(s) has/have not sued in one of these correct places, you must appear on your court date and orally request a transfer, or you must file a WRITTEN request for transfer in affidavit form (sworn to under oath) with the court 7 days prior to your first court date and send a copy to the plaintiff(s) or plaintiff's(s') attorney, if any

A copy of the Statement of Claim shall be served with this Summons/Notice to Appear

Issued on _____.

Plaintiff: _____

Address: _____

Stacie D. Harvey
AS CLERK OF THE COURT

By:

Deputy Clerk
COURT SEAL

IMPORTANT

If you are a person with a disability who needs any accommodation in order to participate in this proceeding, you are entitled to be provided with certain assistance at no cost to you. Please contact the ADA Coordinator, Alachua County Family and Civil Justice Center, 201 East University Ave., Gainesville, FL 32601, (352) 337-6237 at least 7 days before your scheduled court appearance, or immediately upon receiving this notification if the time before your appearance is less than 7 days. If you are hearing or voice impaired, call 1-800-955-8770 via Florida Relay Service.