**IN THE CIRCUIT COURT OF THE TWENTIETH JUDICIAL CIRCUIT IN AND FOR**

**CHARLOTTE COUNTY, FLORIDA PROBATE DIVISION**

IN RE: THE GUARDIANSHIP/ESTATE OF

, Case No. CP

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_/

**ORDER OF REFERRAL TO MAGISTRATE AND**

**NOTICE OF HEARING**

THIS CASE IS REFERRED TO THE GENERAL MAGISTRATE on the following issues:

A hearing has been scheduled with General Magistrate Robert F. Koch on \_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ at \_\_\_\_ a.m./p.m. at the Charlotte County Justice Center, 350 East Marion Avenue, Punta Gorda, Florida 33950 for further proceedings under Rule 5.095 of the Florida Probate Rules and current administrative orders of the Court. \_\_\_\_\_\_\_\_ (\_\_\_\_\_) minutes have been reserved for this hearing. The Magistrate is authorized to administer oaths and conduct hearings, which may include taking of evidence, and shall file a report and recommendations that contain findings of fact, conclusions of law, and the name of the court reporter, if any. Counsel and/or Pro Se parties may contact the Administrative Office of the Courts, reception desk phone number 941-637-2281 no earlier than the Friday prior to hearing in order to find out the location of the **courtroom** where the hearing will be conducted.

The Magistrate shall hold such hearings as deemed necessary and shall file, as soon as practicable, a Report and Recommended Order of the Magistrate. If required by the Magistrate, the attorneys shall prepare a Report and Recommended Order of the Magistrate. Failure to submit said Report and Recommended Order of the Magistrate in a timely manner may result in sanctions being imposed by the presiding Circuit Court Judge.

EXCEPT FOR MATTERS INVOLVING REVIEW OF GUARDIANSHIP INVENTORIES, ACCOUNTINGS AND PLANS, A REFERRAL TO A MAGISTRATE REQUIRES THE CONSENT OF ALL PARTIES. YOU ARE ENTITLED TO HAVE THIS MATTER HEARD BY A JUDGE. AN OBJECTION TO THE REFERRAL TO THE MAGISTRATE MUST BE MADE BEFORE THE HEARING.

If either party files a timely objection, this matter shall be returned to the undersigned judge with a notice stating the amount of time needed for hearing.

REVIEW OF THE REPORT AND RECOMMENDATIONS MADE BY THE MAGISTRATE SHALL BE BY EXCEPTIONS AS PROVIDED IN RULE 5.095 (h), FLORIDA PROBATE RULES. A RECORD WILL BE REQUIRED TO SUPPORT EXCEPTIONS OR YOUR EXCEPTIONS WILL BE DENIED. **YOU ARE ADVISED THAT IN THIS CIRCUIT ELECTRONIC RECORDING IS PROVIDED BY THE COURT** FOR GUARDIANSHIP PROCEEDINGS, BUT NO ELECTRONIC RECORDING IS PROVIDED BY THE COURT FOR PROBATE PROCEEDINGS. A PARTY MAY PROVIDE A COURT REPORTER AT THAT PARTY’S EXPENSE. A RECORD ORDINARILY INCLUDES A WRITTEN TRANSCRIPT OF ALL RELEVANT PROCEEDINGS. THE PERSON SEEKING REVIEW MUST HAVE THE TRANSCRIPT PREPARED FOR THE COURT’S REVIEW AND MUST FILE THE TRANSCRIPT WITHIN THE TIME PERIOD TO BE PROVIDED BY THE COURT, OR YOUR EXCEPTIONS WILL BE DENIED.

 DONE AND ORDERED in Chambers at Punta Gorda, Charlotte County, Florida this day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_.

 BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 HONORABLE PAUL ALESSANDRONI

 ACTING CIRCUIT JUDGE

Conformed copies furnished to:

 BY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Judicial Assistant

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 provisions of certain assistance. Please contact Jon Embury, Administrative Services Manager, whose office is located at 350 E. Marion Avenue, Punta Gorda, Florida 33950, and whose telephone number is (941) 637-2110, 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.