

**OFFICE OF CIRCUIT JUDGE  
AMANDA LEVY-REIS**

**INFORMATION FOR SELF-REPRESENTED (PRO SE) PARTIES**

The Judge and the Judicial Assistant (“JA”) may not give legal advice, including any advice or direction regarding the preparation of court documents.

The Judge may not have any one-sided communication with any party. Requests to speak privately with the Judge will be refused.

Please do not send letters directly to the Judge as these constitute ex parte communications.

The Judge and the JA must remain neutral and impartial.

A party without a lawyer is not entitled to special treatment and must follow the same rules or procedures, rules of evidence, and laws that govern lawyers.

Self-Represented litigants must follow the Twentieth Judicial Circuit’s rules for Self-Represented/*Pro Se* parties, which are available at:

<https://www.ca.cjis20.org/Programs/Family-Court-Services/prose.aspx>

*There is a self-help office located on the First Floor of the Collier Courthouse.*

You may wish to contact the Collier County Bar Association (239) 252-8138 lawyer referral services to see if you can schedule an appointment for assistance in understanding the court procedures, distribution of family law forms approved by the Supreme Court of Florida and notary services. Alternatively: Florida Bar lawyer referral services at 800-342-8011; if you qualify based on income, Legal Aid Service of Collier County: (239) 775-4555.

Additional resources and forms are available online at: [Family Law Forms - Florida Courts](#)  
These forms are helpful to refer to when required to draft various things, including a notice of hearing (once dates/time for hearing provided and confirmed by judicial assistant and opposing party, party wanting the hearing notices it for hearing), or a notice of voluntary dismiss (if you decide you no longer wish to pursue your action)

Please note testimony from children is not permitted unless the Court grants permission after a hearing on a Motion to Allow Minor Testimony. *Please refer to and read the Adverse Childhood Experiences* article under the family documents tab. DO NOT bring children to the courthouse without prior Court approval. Fla. R. Fam. P. 12.407.

*Thank you for reading and for your cooperation.*