

INSTRUCTIONS FOR FLORIDA FAMILY LAW RULES OF PROCEDURE FORM 12.999, FINAL DISPOSITION FORM (03/17)

When should this form be used?

This form is filed by the petitioner or respondent for the use of the clerk of the court for the purpose of reporting judicial workload data under section 25.075, Florida Statutes. When your case is completed, the petitioner or respondent must complete this form and file it with the clerk.

What should I do next?

This form must be typed or printed in black ink. After completing and signing this form, you should then file it and keep a copy for your records.

A copy of this form must be e-mailed, mailed, or hand delivered to the other party(ies) in your case.

Instructions for completing this form

I. **Case Style.** Enter the name of the court, the case number assigned at the time of the filing of the petition, counterpetition, or motion, the name of the judge assigned, and the names of the petitioner and respondent.

II. **Means of Final Disposition.** Place an “x” on the appropriate line before the major category and the appropriate subcategory, if applicable. The following are the definitions of the disposition categories.

A. Dismissed Before Hearing or Trial. The case is settled, voluntarily dismissed, or otherwise disposed of before a hearing or trial is held.

B. Dismissed Under Settlement, Before Hearing or Trial. Before hearing or trial, the case is voluntarily dismissed by the petitioner, respondent, or movant after a settlement.

C. Dismissal Under Mediated Settlement, Before Hearing or Trial. The case is voluntarily dismissed by the petitioner or respondent after a settlement is reached with mediation before a hearing or trial is held.

D. Other, Before Hearing or Trial. The case is dismissed before a hearing or trial in an action that does not fall into one of the other disposition categories on this form.

E. Dismissal Before Hearing or Trial. The case is dismissed by a judge voluntarily after a hearing or trial is held.

F. Dismissed Under a Settlement, After Hearing or Trial. The case is voluntarily dismissed by the petitioner, respondent, or movant after a settlement is reached without mediation after a hearing or trial is held.

G. Dismissal Under a Mediated Settlement, After Hearing or Trial. The case is voluntarily dismissed by the petitioner, respondent, or movant after a settlement is reached with mediation after a hearing or trial.

H. Other, After Hearing or Trial. The case is dismissed after hearing in an action that does not fall into the categories listed on this form.

I. Disposed by **Default**. A respondent chooses not to or fails to contest the petitioner's allegations and a judgment against the respondent is entered by the court.

J. Disposed by Judge. A judgment or disposition is reached by the judge in a case that is not dismissed and in which no trial has been held. Includes stipulations by the parties, conditional judgments, summary judgment after hearing, and any manner in which a judgment is entered, excluding cases disposed of by default as in category I. above.

K. Disposed by Nonjury Trial. The case is disposed as a result of a contested trial in which there is no jury and in which the judge determines both the issues of fact and the law in the case.

L. Disposed by Jury Trial. Any part of the case is disposed as a result of a jury trial (considered the beginning of a jury trial to be when the jurors and alternates are selected and sworn).

M. Other. The case is consolidated, submitted to mediation or arbitration, transferred, or otherwise disposed of by any other means not listed in categories (A) to (L).

Where can I look for more information?

Before proceeding, you should read **General Information for Self-Represented Litigants** found at the beginning of these forms. The words that are in **bold underline** in these instructions are defined there.

FINAL DISPOSITION FORM

I. Case Style

{Name of Court} _____

{Petitioner} _____

{Case number} _____

{Judge} _____

{Respondent} _____

II. Means of Final Disposition

Place an "x" on the line for the major category and one subcategory, if applicable only.

- _____ Dismissed before hearing/trial
_____ Dismissed pursuant to settlement, before hearing or trial
_____ Dismissed under a mediated settlement before hearing or trial
_____ Other, before hearing or trial
- _____ Dismissed after hearing or trial
_____ Dismissed pursuant to a settlement, after hearing or trial
_____ Dismissed pursuant to a mediated settlement, after hearing or trial
_____ Other after hearing or trial
- _____ Disposed by default
- _____ Disposed by judge
- _____ Disposed by nonjury trial
- _____ Disposed by jury trial
- _____ Other {specify} _____.

Date: _____

Signature of Attorney or Party

Printed

Name: _____

Address: _____

City, State,

Zip: _____

Telephone Number: _____

E-mail address(es): _____

Fax number: _____

IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:

[fill in **all** blanks] This form was prepared for the: {choose only **one**} () Petitioner () Respondent

This form was completed with the assistance of:

{name of individual} _____

{name of business} _____

{address} _____

{city} _____, *{state}* _____, *{telephone number}* _____

_____.