

## PROBATE/GUARDIANSHIP PROCEDURES

Effective, January 1, 2020, all probate and guardianship matters will be covered by Senior Judge Robert M. Foster. Available hearing dates are listed below. Courtesy copies of supporting motions and petitions with proposed orders, as well as courtesy copies of any notices of hearing and supporting documents are appreciated. It is the Court's preference that proposed orders be submitted by email in Word format. However, if all parties cannot be served through the e-portal, hard copies with self-addressed stamped envelopes should be submitted to the court with copies of the proposed order for those parties. **Each Judicial Assistant will continue to process proposed and executed orders and scheduling matters for their respective division.** Please ensure that you have coordinated and confirmed your hearing date before any notice of hearing is filed and served on the parties. Thank you for your courtesies.

**Administrative Order No. 2020-1, has directed that all civil division (CA case numbers), family law divisions (DR case numbers), probate division (CP case numbers), and guardianship division (GA case numbers), excluding petitions for injunctions against domestic violence, be conducted either by telephonic means or video conference utilizing the Zoom Application, Skype, etc. in an attempt to contain the spread of the coronavirus. Judge Foster's preference is that hearings be conducted via telephone under these circumstances, but Zoom is also available for lengthy evidentiary hearings. It is preferred that anyone testifying remotely be in the presence of a notary for the purposes of being sworn in. Once your hearing date has been confirmed, you will be provided with the call in number or Zoom invitation for your hearing.**

### **JUDICIAL ASSISTANT CONTACT INFORMATION**

<b>DIVISION A</b> Judicial Assistant Contact: Ashley Strickland 416 Centre Street Fernandina Beach, FL 32034 Email: <a href="mailto:astrickland@nassauclerk.com">astrickland@nassauclerk.com</a>	<b>DIVISION B</b> Judicial Assistant Contact: Jennie Prather 76347 Veterans Way Yulee, FL 32097 Phone: 904-548-4910
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### HEARING DATES

Hearings will typically be held each Monday. Each hearing date will begin with ex-parte from 9:30 to 10:00 a.m.

**December:** 7<sup>th</sup>, 14<sup>th</sup>, and 21<sup>st</sup>

**January:** 25<sup>th</sup>

**February:** 1<sup>st</sup>, 8<sup>th</sup>, 16<sup>th</sup>, and 22<sup>nd</sup>

**March:** 1<sup>st</sup>, 16<sup>th</sup>, 22<sup>nd</sup>, and 29<sup>th</sup>