

ADMINISTRATIVE ORDER  
NO. 2024-04-01

IN THE CIRCUIT COURT OF THE  
NINTH JUDICIAL CIRCUIT, IN AND  
FOR OSCEOLA COUNTY, FLORIDA

**AMENDED ORDER GOVERNING CASE ASSIGNMENT METHOD FOR COUNTY  
COURT CRIMINAL SUBDIVISIONS 71-H AND 80-H, OSCEOLA COUNTY**

The Circuit and County Courts in Osceola County are organized into divisions for more efficient case and records management. Caseloads in each division are identified by numbered subdivisions to facilitate the exchange of caseloads when changes of division assignment occur. After a careful review of case filings and caseloads and for the sake of judicial economy and to prevent confusion, occasionally subdivisions may need to be de-activated, new subdivisions created, and existing subdivisions caseloads modified. Additionally, the clerks of court provide court-related functions which are essential to the orderly operation of the judicial branch, including, but by no means limited to effective case maintenance.

By the power vested in the chief judge under Article V, section 2(d) of the Florida Constitution, section 43.26, Florida Statutes, and Rule 2.215 of the Florida Rules of General Practice and Judicial Administration, effective **immediately**, unless otherwise provided herein, to continue until further order and superseding any provisions in prior Administrative Orders that may be inconsistent, it is **ORDERED**:

1. This administrative order applies to Osceola County subdivisions 71-H and 80-H only.
2. Beginning **April 1, 2024**, the Clerk shall assign all newly filed cases in subdivisions 71-H and 80-H alphabetically only so as to prevent confusion and inefficiencies, particularly related to companion cases. The Clerk shall utilize the following assignment convention:
  - Cases with defendant last names that begin with A through M shall be assigned to subdivision 71-H.
  - Cases with defendant last names that begin with N through Z shall be assigned to subdivision 80-H.
3. Each time a closed case is re-opened, the Clerk shall also update the assignment from case number to alphabetic assignment.
4. Administrative Order 2024-04 is vacated and set aside except to the extent that it has been incorporated and/or amended herein. Vacating an Administrative Order that vacates a prior Order does not revive the prior Order.

**DONE AND ORDERED** at Orlando, Florida, this 12th day of March, 2024.

  
Lisa T. Munyon  
Chief Judge

Copies provided to:

Clerk of Courts, Orange County  
Clerk of Courts, Osceola County  
General E-Mail Distribution List  
<http://www.ninthcircuit.org>