

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT
IN AND FOR PALM BEACH COUNTY, FLORIDA

ADMINISTRATIVE ORDER NO.: 3.602-11/14*

IN RE: RESIDENTIAL EVICTION SUMMONS

The contents of the attached form of residential eviction summons is in substantial compliance with Form 1.923 and is consistent with the aforementioned need for modification and has been translated into both Spanish and Creole languages.

NOW, THEREFORE, pursuant to the authority conferred by Florida Rule of Judicial Administration 2.215, it is **ORDERED** as follows:

1. The attached form of summons is hereby adopted and shall be used in all residential eviction cases in the Fifteenth Judicial Circuit.
2. A copy of the forms shall be posted on the circuit's website in both Word and PDF formats.

19 **DONE** and **SIGNED** in Chambers at West Palm Beach, Palm Beach County, Florida, this day of November, 2014.



Jeffrey Colbath, Chief Judge

*supersedes admin. order 3.602-1/12

IN THE COUNTY/CIRCUIT COURT, IN AND FOR PALM BEACH COUNTY, FLORIDA

CASE NO.

Plaintiff(s),

v.

Defendant(s).

_____ /

EVICTION SUMMONS/RESIDENTIAL

TO DEFENDANT(S):

PLEASE READ CAREFULLY

YOU ARE BEING SUED BY: _____

to require you to move out of the place where you are living for the reasons given in the attached complaint.

You are entitled to a trial to determine whether you can be required to move, but you **MUST** do **ALL** of the things listed below. You must do them **within 5 days** (not including Saturday, Sunday, or any legal holiday) after the date these papers were given to you or to a person who lives with you or were posted at your home.

THE THINGS YOU MUST DO ARE AS FOLLOWS:

1. **You must** write down the reason(s) **in English** why you think you should not be forced to move. The written reason(s) must be given to the clerk of the court at **any one of** the following Palm Beach County Courthouses:

- **205 North Dixie Highway, Suite 2.2200, West Palm Beach, FL 33401**
- **200 W. Atlantic Ave., Delray Beach, FL 33444**
- **3188 PGA Blvd., Palm Beach Gardens, FL 33410**
- **2950 State Road 15, Room S-100, Belle Glade, FL 33430**

2. **You must** mail or give a copy of your written reason(s) to: _____
_____ Plaintiff/Plaintiff's Attorney, whose address is: _____

3. **You must** pay to the clerk of the court the amount of rent that the attached complaint claims to be due and any rent that becomes due until the lawsuit is over. If you believe that the amount claimed in the

complaint is incorrect, you should file with the clerk of the court a motion to have the court determine the amount to be paid. If you file a motion, you must attach to the motion any documents supporting your position and mail or give a copy of the motion to the plaintiff/plaintiff's attorney.

4. IF YOU DO NOT DO ALL OF THE THINGS SPECIFIED ABOVE WITHIN 5 WORKING DAYS AFTER THE DATE THAT THESE PAPERS WERE GIVEN TO YOU OR TO A PERSON WHO LIVES WITH YOU OR WERE POSTED AT YOUR HOME, YOU MAY BE EVICTED WITHOUT A HEARING OR FURTHER NOTICE.

5. If the attached complaint also contains a claim for money damages (such as unpaid rent), you must respond to that claim separately. You must write down the reasons why you believe that you do not owe the money claimed. The written reasons must be given to the clerk of the court at the address specified in paragraph (1) above, and you must mail or give a copy of your written reasons to the plaintiff/plaintiff's attorney at the address specified in paragraph (2) above. This must be done within 20 days after the date these papers were given to you or to a person who lives with you. This obligation is separate from the requirement of answering the claim for eviction within 5 working days after these papers were given to you or to a person who lives with you or were posted at your home.

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 provision of certain assistance. Please contact the Americans with Disabilities Act Coordinator, Palm Beach County Courthouse, 205 North Dixie Highway West Palm Beach, Florida 33401; telephone number (561) 355-4380 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.

IF YOU HAVE TROUBLE SPEAKING OR UNDERSTANDING ENGLISH, YOU MUST BRING WITH YOU SOMEONE WHO IS FLUENT WITH BOTH ENGLISH AND YOUR OWN LANGUAGE AND WHO HAS THE ABILITY TO TRANSLATE AND INTERPRET BOTH LANGUAGES.

THE STATE OF FLORIDA: To Each Sheriff of the State: You are commanded to serve this summons and a copy of the complaint in this lawsuit on the above-named defendant.

DATED on _____

SHARON R. BOCK, CLERK

BY: _____
As Deputy Clerk

EN LOS TRIBUNALES DE CONDADO/CIRCUITO EN Y DEL
CONDADO DE PALM BEACH , FLORIDA

CAUSA NO.

Demandante(s),

v.

Demandado(s).

NOTIFICACION DE DESALOJO/RESIDENCIAL

AL DEMANDADO O LOS DEMANDADOS:

SIRVASE LEER CON CUIDADO

USTED ESTA SIENDO DEMANDADO POR: _____

para exigirle que desaloje el lugar donde reside por los motivos que se expresan en la demanda adjunta. Usted tiene derecho a llevar la causa a juicio para determinar si se le puede exigir que se mude, pero ES NECESARIO que haga TODO lo que se le pide a continuación en un plazo de **5 días** (no incluidos los sábados, domingos, ni días feriados) a partir de la fecha en que estos documentos se le entregaron a usted o a una persona que vive con usted, o se colocaron en su casa.

USTED DEBERA HACER LO SIGUIENTE:

1. **Deberá** escribir **en inglés** el (los) motivo(s) por el (los) cual(es) cree que no se le debe obligar a mudarse. El (Los) motivo(s) deberá(n) entregarse por escrito al secretario del tribunal **en cualquiera de los siguientes** tribunales del Condado de Palm Beach:

- **205 North Dixie Highway, Suite 2.2200, West Palm Beach, FL 33401**
- **200 W. Atlantic Ave., Delray Beach, FL 33444**
- **3188 PGA Blvd., Palm Beach Gardens, FL 33410**
- **2950 State Road 15, Room S-100, Belle Glade, FL 33430**

2. **Deberá** enviar por correo o darle su(s) motivo(s) por escrito a: _____

Demandante/Abogado del Demandante _____
Dirección.

3. **Deberá** pagarle al secretario del tribunal el monto del alquiler que la demanda adjunta reclama como adeudado, así como cualquier alquiler pagadero hasta que concluya el litigio. Si usted considera que

el monto reclamado en la demanda es incorrecto, deberá presentarle al secretario del tribunal una moción para que el tribunal determine el monto que deba pagarse. Si usted presenta una moción, deberá adjuntarle a ésta cualesquiera documentos que respalden su posición, y enviar por correo o entregar una copia de la misma al demandante/abogado del demandante.

4. SI USTED NO LLEVA A CABO LAS ACCIONES QUE SE ESPECIFICAN ANTERIORMENTE EN UN PLAZO DE 5 DIAS LABORABLES A PARTIR DE LA FECHA EN QUE ESTOS DOCUMENTOS SE LE ENTREGARON A USTED O A UNA PERSONA QUE VIVE CON USTED, O SE COLOCARON EN SU CASA, SE LE PODRA DESALOJAR SIN NECESIDAD DE CELEBRAR UNA AUDIENCIA NI CURSARSELE OTRO AVISO

5. Si la demanda adjunta también incluye una reclamación por daños y perjuicios pecuniarios (tales como el incumplimiento de pago del alquiler), usted deberá responder a dicha reclamación por separado. Deberá exponer por escrito los motivos por los cuales considera que usted no debe la suma reclamada, y entregarlos al secretario del tribunal en la dirección que se especifica en el párrafo (1) anterior, así como enviar por correo o entregar una copia de los mismos al demandante/abogado del demandante en la dirección que se especifica en el párrafo (2) anterior. Esto deberá llevarse a cabo en un plazo de 20 días a partir de la fecha en que estos documentos se le entregaron a usted o a una persona que vive con usted. Esta obligación es aparte del requisito de responder a la demanda de desalojo en un plazo de 5 días a partir de la fecha en que estos documentos se le entregaron a usted o a una persona que vive con usted, o se colocaron en su casa.

Si usted es una persona minusválida que necesita algún servicio especial para poder participar en este procedimiento, usted tiene derecho, sin cargo para usted, a que se le provea cierta ayuda. Tenga la amabilidad de ponerse en contacto con: Americans with Disabilities Act Coordinator, Palm Beach County Courthouse, 205 N. Dixie Highway, West Palm Beach, Florida 33401; teléfono número (561) 355-4380, por lo menos 7 días antes de la cita fijada para su comparecencia en los tribunales, o inmediatamente después de recibir esta notificación si el tiempo antes de la comparecencia que se ha programado es menos de 7 días; si usted tiene una discapacidad del oído o de la voz, llame al 711.

Si usted tiene dificultad en hablar o entender el idioma inglés, debe traer con usted una persona que hable bien inglés y el idioma que usted habla, y que sea capaz de traducir e interpretar ambos idiomas.

NAN TRIBINAL KONTE /SIKWI, NAN E POU KONTE PALM BEACH, FLORIDA

NIMEWO KA A.

Moun ki pote plent lan(yo),

kont

Akize a (yo).

SITASYON POU METE MOUN DEYÒ NAN KAY

POU AKIZE A (YO):

TANPRI LI AVÈK ATANSYON

GEN YON PWOSE KONT OU PA: _____

Ki mande w pou w sòti kote ou abite kounye a la pou rezon sa yo ke yo bay nan konplent ki atache a.

Ou gen dwa a yon jijman pou detèmine si yo ka mande w pou w sòti, men ou DWE fè TOUT bagay ki nan lis anba a. Ou dwe fè yo **nan espas 5 jou** (Samdi, Dimanch, ou jou fèt legal pa ladan l) aprè dat ke yo ba w papye sa yo, oubyen yon moun ki abite avèk ou, oubyen yo te plake yo sou pòt kay ou.

MEN BAGAY KE OU DWE FÈ YO:

1. **Ou dwe ekri rezon an (yo) pouki ou panse ke yo pa dwe fòse w sòti **ann anglè**.** Ou dwe bay rezon sa yo pa ekri a Sekretè Tribinal **ki nan nenpòt nan adrès nou bay pi ba** la a, ki nan Tribinal Konte Palm Beach:

- **205 North Dixie Highway, Suite 2.2200, West Palm Beach, FL 33401**
- **200 W. Atlantic Ave., Delray Beach, FL 33444**
- **3188 PGA Blvd., Palm Beach Gardens, FL 33410**
- **2950 State Road 15, Room S-100, Belle Glade, FL 33430**

2. **Ou dwe poste ou bay yon kopi rezon pa ekri a (yo) a:** _____
_____ Avoka Moun ki pote plent lan (yo), ki nan adrès: _____

3. **Ou dwe peye Sekretè Tribinal la valè kòb lwaye ke konplent yo atache a di ou dwe ak nenpòt lòt lajan lwaye ke ou vin dwe jis lè pwose a fini.** Si ou kwè ke valè lajan yo mande nan konplent lan pa korèk, ou dwe ranpli yon mosyon nan sekretarya Tribinal la pou Tribinal la ka detèmine ki valè ou dwe peye. Si

w ranpli yon mosyon, ou dwe atache nan mosyon an nenpòt dokiman ki sipòte pozisyon w lan, epi voye pa lapòs oubyen bay yon kopi mosyon an a Akoka Moun ki pote plent lan (yo).

4. SI OU PA FÈ TOUT BAGAY YO ESPESIFYE ANLÈ A NAN ESPAS 5 JOU KOTE BIWO OUVÈ APRÈ DAT KE TE YO FIN BA W PAPYE SA YO, OUBYEN A YON MOUN KI ABITE NAN MENM KAY AVÈK OU, OUBYEN YO TE PLAKE YO SOU PÒT KAY OU, YO KA METE OU DEYÒ SAN YON JIJMAN, OUBYEN SAN YON LÒT NOTIS.

5. Si konplent ki atache a gen ladan l tou reklamasyon pou peye lajan pou (tankou lajan lwaye ou pa peye), ou dwe reponn reklamasyon sa separe. Ou dwe ekri rezon an (yo) pouki ou kwè ke ou pa dwe lajan yo mande a. Ou dwe bay rezon sa yo pa ekri a Sekretè Tribinal la nan adrès ki espesifye nan paragaf (1) anlè a, epi ou dwe voye pa lapòs oubyen bay yon kopi rezon pa ekri ou a (yo) a Avoka Moun ki pote plent lan (yo) nan adrès ki espesifye nan paragaf (2) anlè a. Sa dwe fèt nan espas 20 jou aprè dat yo te ba w papye sa yo, oubyen yon moun ki abite avèk ou. Obligasyon sa li separe de demand pou reponn a reklamasyon pou sòti nan kay la nan espas 5 jou kote biwo ouvè aprè yo te ba w paye yo, oubyen yon moun ki abite avèk ou, oubyen yo te plake yo sou pòt kay ou.

“Si ou se yon moun ki enfim ki bezwen akomodasyon pou w ka patisipe nan pwosedi sa, ou kalifye san ou pa gen okenn lajan pou w peye, gen pwovizyon pou jwen kèk èd. Tanpri kontakte, kòdonatè pwogram Lwa pou Ameriken ki Enfim yo nan Tribinal Konte Palm Beach la ki nan 205 North Dixie Highway, West Palm Beach, Florida 33401; telefòn li se (561) 355-4380 nan 7 jou anvan dat ou gen randevou pou parèt nan Tribinal la, oubyen imedyatman apre ou fin resevwa konvokasyon an si lè ou gen pou w parèt nan tribinal la mwens ke 7 jou; si ou gen pwoblèm pou w tande oubyen pale, rele 711.”

SI OU GEN PWOBLÈM PALE OU KONPRANN ANGLÈ, OU DWE VINI AK YON MOUN KI PALE NI ANGLÈ BYEN AK LANG OU PALE A, E KI KA TRADWI E ENTÈPRETE TOU DE LANG YO.