

**FORM 2.601. REQUEST TO BE EXCUSED FROM E-MAIL
SERVICE BY A PARTY NOT REPRESENTED BY
AN ATTORNEY**

(CAPTION)

REQUEST TO BE EXCUSED FROM E-MAIL SERVICE FOR A
PARTY NOT REPRESENTED BY AN ATTORNEY

.(name). requests to be excused pursuant to Fla. R.
Gen. Prac. & Jud. Admin. 2.516(b)(1)(D) from the requirements of e-
mail service because I am not represented by an attorney and:

☐ I do not have an e-mail account.

☐ I do not have regular access to the internet.

By choosing not to receive documents by e-mail service, I
understand that I will receive all copies of notices, orders,
judgments, motions, pleadings, or other written communications by
delivery or mail at the following address:(address).

I understand that I must keep the clerk's office and the
opposing party or parties notified of my current mailing address.

Pursuant to section 92.525, Florida Statutes, under penalties
of perjury, I declare that I have read the foregoing request and that
the facts stated in it are true.

Dated:

Signature: _____

Print name:

Phone number:

CLERK'S DETERMINATION

Based on the information provided in this request, I have determined that the applicant is ☐ excused or ☐ not excused from the e-mail service requirements of Fla. R. Gen. Prac. & Jud. Admin. 2.516(b)(1)(C).

Dated:

Signature of the Clerk of Court: _____

CERTIFICATE OF SERVICE

I certify that a copy hereof has been furnished to the clerk of court for County and(insert name(s) and address(es) of parties used for service). by(delivery) (mail). on(date).

.(name of party).

A PERSON WHO IS NOT EXCUSED MAY SEEK REVIEW BY A JUDGE BY REQUESTING A HEARING TIME.

Sign here if you want the Judge to review the clerk's determination that you are not excused from the e-mail service requirements. You do not waive or give up any right to judicial

review of the clerk's determination by not signing this part of the form:

Dated:

Signature: _____

Print Name: _____

**FORM 2.602. DESIGNATION OF E-MAIL ADDRESS BY A PARTY
NOT REPRESENTED BY AN ATTORNEY**

(CAPTION)

DESIGNATION OF E-MAIL ADDRESS FOR A
PARTY NOT REPRESENTED BY AN ATTORNEY

Pursuant to Fla. R. Gen. Prac. & Jud. Admin. 2.516(b)(1)(C), I,(name)., designate the e-mail address(es) below for electronic service of all documents related to this case.

By completing this form, I am authorizing the court, clerk of court, and all parties to send copies of notices, orders, judgments, motions, pleadings, or other written communications to me by e-mail or through the Florida Courts E-filing Portal.

I understand that I must keep the clerk's office and the opposing party or parties notified of my current e-mail address(es) and that all copies of notices, orders, judgments, motions, pleadings, or other written communications in this case will be served at the e-mail address(es) on record at the clerk's office.

.(designated e-mail address).

.(secondary designated e-mail address(es) (if any)).

CERTIFICATE OF SERVICE