



MICHELLE R. MILLER

Clerk of the Circuit Court & Comptroller
ST. LUCIE COUNTY, FLORIDA

SELF-SERVICE CENTER

Department: County Civil

Packet #EV2-25: Complaint for Eviction and Damages

Eviction action for non-payment and damages.

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NonRefundable



MICHELLE R. MILLER

Clerk of the Circuit Court & Comptroller

ST. LUCIE COUNTY, FLORIDA

County Civil Division
250 NW Country Club Drive
Port Saint Lucie, Florida 34986
(772) 462-6900

INSTRUCTIONS FOR FILING AN EVICTION FOR FAILURE TO PAY RENT AND TO RECOVER PAST DUE RENT

These forms should be used when a landlord desires possession of the premises from a tenant for nonpayment of rent and to recover damages (past due rent). The landlord is referred to as the plaintiff and the tenant as the defendant. These forms should be typed or printed legibly. Please be sure to include a telephone number on the Complaint for Eviction and Damages where the Clerk's Office or Sheriff's Department may reach you.

Pursuant to F.S. 83.43(3), "landlord" is defined as the owner of a dwelling unit.

The plaintiff in a landlord/tenant action must be the owner of the property. The plaintiff must provide proof of ownership of the property when filing an eviction complaint. This proof may be a copy of the property record card from the St. Lucie County Property Appraiser's office at www.paslc.org or a warranty deed.

Failure to file proof of ownership of the property will result in the judge dismissing your complaint and loss of any filing fees.

STEP 1

The following paperwork and fees are required to process your Eviction case:

- PAPERWORK:
 - 3-Day Notice to Tenant
 - Copy of lease or rental agreement
 - Complaint for Eviction and Damages
 - Three (3) copies of all documents for **each** defendant (service & mailing)
 - One (1) copy of all documents for your records
 - Pre-Addressed Stamped Envelopes: one with each defendant's name and address
 - Proof of Ownership
 - Property Management Agreement
- FILING FEE: (cash/money order/MasterCard or Visa, make checks and money orders payable to St Lucie County Clerk of Court)
 - \$185, for claims with damages up to \$2,500
 - \$300, for claims with damages ranging from \$2,501 to \$15,000
 - \$400, for claims with damages ranging from \$15,001 to \$50,000
 - \$10, per summons / per defendant (eviction summons & damages summons)
- SERVICE FEE: (money order, cashier's check or business check, payable to St Lucie County Sheriff's Department)
 - \$40.00 per summons / per defendant (eviction summons & damages summons)
 - \$90.00 Writ of Possession (paid after issuance of judgment)

STEP TWO

File the original, copies and envelopes with the Clerk of Courts County Civil Division. You may file your complaint at either of the following locations:

South County Courthouse Annex
250 NW Country Club Drive, Room 115
Port St Lucie, Florida 34986

Clerk of the Circuit Court & Comptroller
Department Customer Care Center
201 South Indian River Drive
Fort Pierce, Florida 34950

***All hearings are held at the South County Annex. ***

Once the Clerk's Office has processed your complaint, an Eviction Summons will be issued, a Summons for the action for Back Rent/Damages and a Certificate of Mailing will be prepared (if a self-addressed stamped envelope was provided). Service of the Complaint and Summons' may be perfected by either sheriff's service or you may hire a private process server.

For Service of Process:

St Lucie County Sheriff's Department - Civil Office
218 South Second Street
Fort Pierce, Florida 34950

St Lucie County Sheriff's Department (for service of evictions in Port St Lucie & Jensen Beach only)
250 NW Country Club Drive
Port St Lucie, Florida 34986

If you have questions regarding the service of the summons, you may contact the sheriff's department at 772-462-3214 or 772-462-3271.

Once the defendant(s)/tenant(s) has been served, they will have five days (excluding the day of service, Saturdays, Sundays & legal holidays) to file a written response to your complaint.

STEP THREE

If the defendant files a response within the required time, the judge assigned to your case will review the file and determine whether the case should be set for hearing. If a hearing is scheduled, all parties will be notified by mail. The owner or an attorney must appear at the hearing. If a hearing is not scheduled, the judge will issue a written decision and copies will be mailed to all parties.

If the defendant does not file a response within the required time, you may then file for a default.

STEP FOUR

Complete and file the following:

Original Motion for Clerk's Default – Residential Eviction with copies for defendant(s) and yourself
Original Non-Military Affidavit
Original Motion for Default Final Judgment – Residential Eviction
Original proposed Final Judgment for Possession with copies for defendant(s) and yourself
Self-addressed stamped envelopes with each defendant's name and address and your name and address.

Once the Judge enters your Final Judgment for Possession, you will need a Writ of Possession to remove the tenants from the property.

STEP FIVE

Issuance of the Writ of Possession is not an automatic process. To obtain the Writ of Possession, you may call the Clerk of Court, County Civil Division at 772-462-6900. Deliver the Writ to the sheriff's department (at either address located above) along with the service fee of \$90.00. The sheriff's department will schedule a date and time to meet you at the premises to remove any persons remaining and deliver possession back to you.

STEP SIX

The tenant has twenty days, after service, to file a written response to the back rent and damages portion of the complaint. If the Tenant fails to file a written response in that time period, to obtain a final judgment complete and file the following:

Original Motion for Clerk's Default – Damages (Residential Eviction) with copies for defendant(s) and yourself
Original Non-Military Affidavit (unless previously filed)
Original Motion for Default Final Judgment – Damages (Residential Eviction)
Original Affidavit of Damages
Original proposed Default Final Judgment – Damages (Residential Eviction)
Self-addressed stamped envelopes with each defendant's name and address and your name and address.

Once the Clerk of Court enters the Default for failure to respond, the remaining documents will be forwarded to the judge assigned to your case for entry. Copies of the Default Final Judgment will be mailed to all parties.

If the defendant vacates the premises or settlement is reached, the Plaintiff may file a Voluntary Dismissal which is available on the Clerk of Court's website at www.stlucieclerk.gov

NOTICE FROM LANDLORD TO TENANT—TERMINATION FOR FAILURE TO PAY RENT

INSTRUCTIONS

This notice may be delivered by mail or by delivering a copy to the dwelling unit, or, if the Tenant is absent from the dwelling unit, by leaving a copy thereof at the dwelling unit. If the Tenant fails to pay rent when due and the default continues for three (3) days (excluding Saturday, Sunday, and legal holidays) after delivery of written demand by the Landlord for payment of the rent or possession of the premises, the Landlord may terminate the rental agreement. This written demand is a prerequisite to an action to evict the Tenant or recover past due rent. Your written rental agreement may have allowed for a longer period than three days and should be reviewed.

SOURCE: Section 83.56(3) and (4), Florida Statutes (2007).

FORM NOTES ARE FOR INFORMATIONAL PURPOSES ONLY AND MAY NOT COMPLETELY DESCRIBE REQUIREMENTS OF FLORIDA LAW. YOU SHOULD CONSULT AN ATTORNEY AS NEEDED.

NOTICE FROM LANDLORD TO TENANT—TERMINATION FOR FAILURE TO PAY RENT

To: _____
Tenant's Name

Address

City, State, Zip Code

From: _____

Date: _____

You are hereby notified that you are indebted to me in the sum of \$_____ [insert amount owed by Tenant] for the rent and use of the premises located at _____, Florida [insert address of premises, including county], now occupied by you and that I demand payment of the rent or possession of the premises within three days (excluding Saturday, Sunday and legal holidays) from the date of delivery of this notice to-wit: on or before the _____ day of _____, 20 [insert the date which is three days from the delivery of this notice, excluding the date of delivery, Saturday, Sunday and legal holidays].

Signature

Name of Landlord/Property Manager
[circle one]

Address [street address where Tenant can deliver rent]

City, State, Zip Code

Phone Number

Hand Delivered On: _____

Posted On: _____

Approved for use under rule 10-2.1(a) of
the Rules Regulating The Florida Bar
The Florida Bar 2010

This form was completed with the assistance of:
Name:
Address:
Telephone Number:

In the County Court of the Nineteenth Judicial Circuit,
in and for St. Lucie County, Florida

Case No:

PLAINTIFF(S),

VS

DEFENDANT(S).

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

Pursuant to Florida Rules of General Practice and Judicial Administration 2.516, I, _____

_____, designate the below e-mail address(es) 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 will file a written notice with the clerk of court if my current e-mail address changes.

Designated e-mail address: _____

Secondary designated e-mail address(es) (if any) _____

I certify that a copy hereof has been furnished to the clerk of court for St. Lucie County and

_____ by
(e-mail)(hand delivery)(mail) _____

(signature)

(printed name)

(e-mail address)

(address)

(phone number)



MICHELLE R. MILLER
Clerk of the Circuit Court & Comptroller
ST. LUCIE COUNTY, FLORIDA

County Civil Division
 250 NW Country Club Drive
 Port Saint Lucie, Florida 34986
 (772) 462-6900

In the County Court, Nineteenth Judicial
 Circuit, in and for County of St. Lucie,
 State of Florida – Civil Division

Case No. _____

Plaintiff,
 Vs.

**COMPLAINT FOR EVICTION
 AND DAMAGES**

Defendant.

_____ /

COUNT ONE
(Tenant Eviction)

1. This is an action to evict the Defendant and all persons claiming by, through or under him from real property located in St. Lucie County.
2. The Plaintiff owns the following described real property in said county,
 _____.
3. The Defendant has possession of the property under a (oral/written) agreement to pay rent of \$_____ payable _____ [insert terms of rental payments, i.e., weekly, monthly, etc]. A copy of the written agreement, if any, is attached as Exhibit "A".
4. Defendant failed to pay the rent that was due on _____.
5. Plaintiff served the Defendant with a written notice on _____ to pay the rent or deliver possession, but Defendant refuses to do either. A copy of the notice is attached as Exhibit "B".

WHEREFORE, the Plaintiff demands judgment for possession of the property against the Defendant.

COUNT TWO
(Damages)

6. This is an action for damages which do not exceed \$15,000.00.
7. Plaintiff restates those allegations contained in paragraph 1 through 5 above.
8. Defendant owes Plaintiff \$ _____ [insert past due rent amount] that is due with interest since _____, 20 [insert date of last rental payment Tenant failed to make].

WHEREFORE, Plaintiff demands judgment for damages against the Defendant.

 Landlord's Name _____
 Address _____

 Phone number _____

IN THE COUNTY COURT, IN AND FOR ST LUCIE COUNTY, FLORIDA

CASE NO. _____
[insert case number assigned by Clerk of the Court]

[insert name of Landlord/owner]

Plaintiff,

Vs.

**MOTION FOR CLERK’S DEFAULT -
RESIDENTIAL EVICTION**

[insert name of Tenant]

Defendant.

Plaintiff asks the Clerk to enter a default against _____,
[insert defendants name]

Defendant, for failing to respond as required by law to the Plaintiff’s Complaint for residential eviction.

Name: _____
Address: _____

Telephone No. _____

DEFAULT – RESIDENTIAL EVICTION

A default is entered against the above-named Defendant(s) for failure to respond as required by law.

DATED: _____

Michelle R. Miller
Clerk & Comptroller, St. Lucie County

By _____
Deputy Clerk

IN THE COUNTY COURT, IN AND FOR ST LUCIE COUNTY, FLORIDA

CASE NO. _____
[insert case number assigned by Clerk of the Court]

[insert name of Landlord/owner]

Plaintiff,

Vs.

NON-MILITARY AFFIDAVIT

[insert name of Tenant]

Defendant.

On this day personally appeared before me, the undersigned authority, _____,
who, after being first duly sworn, says:

Defendant, _____, is known by Affiant not to be in the
military service or any governmental agency or branch subject to the provisions of the Soldiers' and Sailors'
Civil Relief Act.

DATED: _____

Signature of Affiant
Name: _____
Address: _____

Telephone No. _____

Sworn and subscribed before me on _____ [date], by _____
[name], who _____ is personally known to me _____ produced _____
_____ [document] as identification and
who took an oath.

NOTARY PUBLIC-STATE OF FLORIDA
Name: _____
Commission No. _____
My Commission Expires: _____

I CERTIFY that I _____ mailed, _____ faxed and mailed, or _____ hand delivered a copy of
this motion and attached affidavit to the Defendant at _____
[insert address at which Tenant was served and fax number if sent by fax].

Name: _____
Address: _____
Fax No. _____

IN THE COUNTY COURT, IN AND FOR ST LUCIE COUNTY, FLORIDA

CASE NO. _____
[insert case number assigned by Clerk of the Court]

[insert name of Landlord/owner]

Plaintiff,

Vs.

**MOTION FOR DEFAULT FINAL -
JUDGMENT - RESIDENTIAL EVICTION**

[insert name of Tenant]

Defendant.

Plaintiff asks the Clerk to enter a default judgment against _____

[name], Defendant(s), for failure to respond as required by law to Plaintiff's Complaint for Eviction.

1. Plaintiff filed a Complaint alleging grounds for residential eviction of Defendant.
2. A Default was entered by the Clerk of this Court on _____
[date].

WHEREFORE, Plaintiff asks this Court to enter a Final Judgment for Residential Eviction against
Defendant.

Name: _____

Address: _____

Telephone No. _____

cc: _____
[insert name and address of Tenant]

IN THE CIRCUIT/COUNTY COURT OF THE NINETEENTH JUDICIAL
CIRCUIT IN AND FOR ST. LUCIE COUNTY, FLORIDA

[insert name of landlord/owner]

Case no: _____
[insert case number assigned by Clerk of the Circuit Court]

Plaintiff(s),
Vs

[insert name of tenant]

Defendant(s),
_____ /

FINAL JUDGMENT – EVICTION

THIS ACTION came before the Court upon Plaintiff's Complaint for Eviction. On the evidence presented, and **IT IS ADJUDGED**, that:

1. Judgment for eviction is hereby granted in favor of Plaintiff(s), _____.
[insert name of landlord/owner]
2. Plaintiff(s) or through Plaintiff's agent is to be put into possession of the premises described as follows:

[insert street address of rental premises including, if applicable, unit number]
3. The Plaintiff(s) is awarded court costs in the amount of \$ _____.
4. At the request of the Plaintiff, the Clerk of the Circuit Court is ordered to issue forthwith a Writ of Possession that shall be valid for thirty (30) days from the date of this judgment.

DONE AND ORDERED in St. Lucie County, Florida on _____.

County Judge

CC: _____
[insert name of landlord/owner]

[insert name of tenant]

IN THE COUNTY COURT, IN AND FOR ST LUCIE COUNTY, FLORIDA

CASE NO. _____
[insert case number assigned by Clerk of the Court]

[insert name of Landlord/owner]

Plaintiff,

Vs.

**MOTION FOR CLERK'S DEFAULT -
DAMAGES (RESIDENTIAL EVICTION)**

[insert name of Tenant]

Defendant.

Plaintiff asks the Clerk to enter a default against _____,
[insert defendants name]

Defendant, for failing to respond as required by law to the Plaintiff's Complaint for damages.

Name: _____
Address: _____

Telephone No. _____

DEFAULT – DAMAGES

A default is entered against the above-named Defendant(s) for failure to respond as required by law.

DATED: _____

Michelle R. Miller
Clerk & Comptroller, St. Lucie County

By _____
Deputy Clerk

IN THE COUNTY COURT, IN AND FOR ST LUCIE COUNTY, FLORIDA

CASE NO. _____
[insert case number assigned by Clerk of the Court]

[insert name of Landlord/owner]

Plaintiff,

Vs.

**MOTION FOR DEFAULT FINAL -
JUDGMENT - DAMAGES
(RESIDENTIAL EVICTION)**

[insert name of Tenant]

Defendant.

Plaintiff asks the Clerk to enter a default judgment against _____
[name], Defendant(s), for failure to respond as required by law to Plaintiff's Complaint for damages.

1. Plaintiff filed a Complaint for damages against the Defendant.
2. Defendant has failed to timely file an answer and a Default has been entered by the Clerk of this Court on _____ [date].
3. In support of this Motion, Plaintiff submits the attached Affidavit of Damages.

WHEREFORE, Plaintiff asks this Court to enter a Final Judgment for damages against Defendant.

I HEREBY CERTIFY that I _____ mailed, _____ faxed and mailed, or _____ hand delivered a copy of this motion and attached affidavit to the Defendant at _____
_____ [insert address at which Tenant was served and fax number if sent by fax]

Name: _____

Address: _____

Telephone No. _____

IN THE COUNTY COURT, IN AND FOR ST LUCIE COUNTY, FLORIDA

CASE NO. _____
[insert case number assigned by Clerk of the Court]

[insert name of Landlord/owner]

Plaintiff,

Vs.

AFFIDAVIT OF DAMAGES

[insert name of Tenant]

Defendant.

*This form **MUST** be mailed to the tenant on the same day that it is filed or it will not be considered.

STATE OF FLORIDA)
COUNTY OF ST. LUCIE)

BEFORE ME, the undersigned authority, personally appeared _____ [name]
who being first duly sworn, states as follows:

1. I am _____ the Plaintiff or _____ the Plaintiff's agent (check appropriate response) in this case and am authorized to make this affidavit.
2. The affidavit is based on my own personal knowledge.
3. Defendant has possession of the property which is the subject of this eviction under an agreement to pay rent of \$ _____ [rental amount] per _____ [week, month, or payment period].
4. Defendant has not paid the rent due since _____ [date of payment Tenant has failed to make].
5. Defendant owes Plaintiff \$ _____ [past due rent amount] as alleged in the Complaint plus interest. Subtract last month's rent from deposit in the amount of _____ [amount of last month's rent that has been retained from deposit].
6. Defendant owes Plaintiff \$ _____ [amount of other damages] as alleged in the Complaint. Subtract security deposit in the amount of _____ [amount of security deposit that has been retained]. Alleged damages are listed below: [itemize amounts due and attach documentation/receipts paid for repairs]

Signature: _____

Printed name: _____

Sworn and subscribed before me on _____ [date], by _____ [name],
who is personally known to me produced _____ [document]
as identification and who took an oath.

NOTARY PUBLIC-STATE OF FLORIDA
Or DEPUTY CLERK

Name: _____

Commission No. _____

My Commission Expires: _____

I CERTIFY that I mailed, faxed and mailed, emailed, or hand delivered a copy of this motion and
attached affidavit to the Defendant at _____
[insert address, fax number, or email address at which Tenant was served].

Signature: _____

Printed name: _____

Address: _____

Fax number: _____

Email address: _____

IN THE COUNTY COURT, IN AND FOR ST LUCIE COUNTY, FLORIDA

CASE NO. _____
[insert case number assigned by Clerk of the Court]

[insert name of Landlord/owner]

Plaintiff,

Vs.

[insert name of Tenant]

Defendant.

FINAL JUDGMENT – DAMAGES

THIS ACTION came before the Court upon Plaintiff's Complaint for unpaid rent. On the evidence presented, it is ADJUDGED that the Plaintiff, _____ [insert Landlord's name], whose principal address is _____ [insert Landlord's address], recover from the Defendant, _____ [insert Tenant's name], whose principal address is _____ [insert Tenant's address], the sum of \$ _____ with costs in the sum of \$ _____, making a total of \$ _____, that shall bear interest at the legal rate established pursuant to section 55.03, Florida Statutes, for all of which let execution issue.

DONE AND ORDERED in St. Lucie County, Florida on _____.

COUNTY JUDGE

cc: _____
[insert name of Landlord]

[insert name of Tenant]



MICHELLE R. MILLER

Clerk of the Circuit Court & Comptroller
ST. LUCIE COUNTY, FLORIDA
County Civil Division
250 NW Country Club Drive
Port Saint Lucie, Florida 34986

HOW TO COLLECT YOUR JUDGMENT COUNTY CIVIL DIVISION ST. LUCIE COUNTY, FLORIDA

Having received a final judgment, your County Court can do just as much, but no more than any other Court can do to help you collect your judgment. You can:

1. Record a certified copy of the final judgment with the Clerk of the Court. The charge for recording is \$10.00 for the first page and \$8.50 for each additional page, plus \$.75 for postage. The recording of the certified copy creates a lien of record against any real estate in the county where recorded then or thereafter owned by the Defendant in his name. See Florida Statute 55.10(a) for lien duration and extending the lien. Additional copies are \$1.00 per page plus \$2.00 for certification.
2. Judgment liens: You can obtain a Judgment lien against all of the defendant's personal property located anywhere in the State of Florida by filing a Judgment Lien Certificate with the Department of State. A judgment lien lapses after 5 years. If there are liens ahead of yours, as those liens lapse, yours will move to the top. After 5 years, you can file again and obtain another judgment lien but if others have filed after your first filing, those liens will now be ahead of yours. To get the proper form, you can either download the form from the Department of State's website: www.sunbiz.org or call the Department of State, Division of Corporation, Judgment Liens Section, at 850-656-7463.
3. Writs of Execution: Fifteen (15) days after entry of a final judgment, you may obtain a Writ of Execution from the Clerk's Office. Deliver this Writ to the Sheriff of the county in which the Defendant lives or where any of his property (real or personal) is located. You must also give the sheriff written instructions, called Instructions for Levy, which describe the property to be levied on and its location. In order to get the sheriff to levy upon the defendant's property, you must first locate it. The sheriff will require you to pay a cost deposit. Before the property can be levied upon, you must check the Department of State's website at www.sunbiz.org to see if there are any judgment liens filed under the name of the defendant. You must also check for creditors who have filed UCC security interests in the name of the Defendant at www.floridaucc.com. You must notify all of these people of the time and date of the sale. You will then give the sheriff a signed affidavit, on which you must provide the information contained in the judgment lien certificates filed against the defendant. Once the notices have been sent, the sale must be properly advertised in a local newspaper. The sheriff can then sell the property at public auction to the highest bidder. Money received from the sale will be paid out first to the sheriff to pay costs (if the sale price covers costs, your deposit will be returned to you); second the sheriff pays you \$500; and third, if anyone obtained a Judgment Lien before you did, the sheriff pays that person before paying you. If any funds are left after paying any Judgment Liens recorded with the State ahead of your, those funds will be paid to you. **IMPORTANT:** If you previously docketed a Writ of Execution with the sheriff, you must file a judgment lien certificate with the state before October 1, 2003 in order to hold that place in line.
4. If you know of any third person, such as an employer, mortgagor or bank (where the Defendant has money deposited), who may owe the Defendant any money, you may secure from the Clerk a Writ of Garnishment against such third party. If the Court finds that your judgment is still in effect and unsatisfied, the Court will order such third person holding the money or property due the Defendant to pay the same to you. The charge for the Writ of Garnishment is \$85.00. In addition, you shall pay \$100.00 to the garnishee on the garnishee's demand at any time after service of the Writ for payment or part payment of his or her attorney fee which the garnishee expends or agrees to expend in obtaining representation in responding to the Writ. This amount may be added to the amount of your final judgment.
FORMS: (for bank account) Motion for Writ of Garnishment; (for wage garnishment) Motion for Continuing Writ of Garnishment

You must remember that under the Constitution and laws of this State, if the Defendant is the "head of a family" (generally a spouse who is living with one or more members of his family who are dependent upon him for support) such "head of household" has certain exempt property which cannot be successfully levied upon, sold, attached or garnished. For example:

1. Up to 160 acres of land in the county or up to a half acre within a city limit on which he lives with his family;
2. All of this personal property, including money, of a value of not more than \$1,000.00;
3. All salary, wages and commissions earned by his labor

FORMS: Claim of Exemption and Request for Hearing

5. Thirty days after the date of a judgment, an individual (businesses are exempt) may file a Motion for Hearing in Aid of Execution. The Defendant must appear in Court and disclose all assets. The cost is a reopen fee of \$25.00 for cases less than \$500.00 and \$50.00 for cases in excess of \$500.00 (reopen fee required only if ninety days have expired since the entry of the judgment) and \$40.00 per Defendant for sheriff's service.
FORMS: Exparte Motion for Hearing in Aid of Execution

6. Collection of Judgments on Automobile Accidents: In addition to the aforementioned procedures, thirty days after the date of judgment, you can request a Record of Unsatisfied Judgment be issued and mailed to the Department of Highway Safety and Motor Vehicles. Upon receipt, the Defendant's registration and driving privilege will be suspended until the judgment is satisfied.

MICHELLE R. MILLER, CLERK AND COMPTROLLER
SMALL CLAIMS AND COUNTY CIVIL DIVISION
250 N.W. COUNTRY CLUB DRIVE
PORT ST LUCIE, FLORIDA 34986
(772) 785-5880

DEPT. OF HIGHWAY SAFETY & MOTOR VEHICLES
BUREAU OF FINANCIAL RESPONSIBILITY
2900 APALACHEE PKY, ROOM A-208
TALLAHASSEE, FL 32399-0585



MICHELLE R. MILLER
CLERK OF THE CIRCUIT COURT & COMPTROLLER
ST. LUCIE COUNTY, FLORIDA

DISCLAIMER

We encourage the electronic filing (e-filing) of all court related forms. Through e-filing, the court system has become more efficient and accessible to the citizens of the State of Florida. In addition to dramatically reducing paperwork in Florida's courts, the portal allows for immediate access to case information and the ability for you to file documents and access case information from the comfort of your home.

DIY (Do-It-Yourself) Florida is a free-to-use program to assist in completing official court forms and filing them with the Clerk's office. Accessed within the Florida Courts E-Filing Portal, DIY Florida uses interview questions to walk you through the steps and automatically prepare the forms. Once completed, the forms can be sent through the E-Filing Portal to electronically file the forms with our office. Standard filing fees and convenience fees may apply.

To register for an E-Filing Portal account which allows you to electronically file your forms, and to get more information regarding what forms are available, please visit www.myfloridacourtaccess.com/authority/diy.

If you choose not to utilize the DIY service, the following forms are provided as a courtesy. The use of these forms is not intended as a substitute for legal advice from an attorney. The provided forms are meant to serve as a guide and to assist pro se (self-represented) litigants in preparing documents. The use of these forms does not mean that a judge will accept your documents. You may be required to re-do your documents or obtain and file additional documents once the judge has reviewed your case. Each case has its own particular set of circumstances, and an attorney may advise you of what is best for you in your individual situation. If you have questions or concerns regarding your legal rights, it is strongly recommended that you talk to an attorney. If you do not know an attorney, you may request a copy of the Legal Resources brochure.