

Florida Courts E-Filing Portal Requirements Specification

Software Release	2016.01 or Hot Fix	Document Version	8/10/2015
HEAT Ticket	804996	Supplemental Agreement	4.1(a)
Short Description:	Allow Judges to be added to the E-service List.		
Business Need/Problem:	<ol style="list-style-type: none"> 1. Judges need to be E-served documents through the Portal. 2. Judges would like to receive those documents provided via E-service, but not all of them. 		
Requested Solution:	<ol style="list-style-type: none"> 1. Allow the Judge to be added to the E-service List. 2. Remove them as soon as the submission is sent. 3. Show only the Judges name and not the E-service address on the E-service Recipient List 		

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Overview

Judges would like to receive service on certain documents electronically filed through the Portal. The Judge would like to be able to specify their E-service email address that will be used to provide service. The Judge would like their name to appear on the E-service Recipient List but not their email address. Remove the Judge from the E-service Recipient List when added using the Other Attorney/Interested Party link so that they do not remain on the list but will have to be added by the filer each time they are required to serve the Judge.

E-Filing Portal Modifications

E-Service

Allow the Judge to be added to the E-service list when filing a document to a case.

Add the name of the Judge but do not display the E-service email address on the E-service Recipient List

Remove the Judge from the E-service Recipient List after they are added and E-service is performed so that the filer has to add them each time service is required to be performed on the Judge. In other words, they are not automatically added to the E-service Recipient List and remain on the list once added. They will have to be added using the Other Attorney/Interested Party link every time a filer wishes to serve the Judge.

Other Attorneys/Interested Parties Screen

Display judge users in the Registered Portal Users list but do not show their E-service email address.

Do not allow a judge to be selected using the Search Florida Bar link.

Florida Courts E-Filing Portal

Requirements Specification

Judge Filing [No change to present functionality]

When the Judge is filing the submission, add the Judge filer to the E-service Recipient List but do not show the E-service email address. Remove the Judge from the E-service Recipient List for all follow up filings made by any other filer role so that they do not show up on the E-service Recipient List.