

# PRO-SE INSTRUCTIONAL SHEET FOR POST JUDGMENT ACTION

## LOCAL FORM MOTION FOR REHEARING

**\*PLEASE READ CAREFULLY AND FOLLOW INSTRUCTIONS FOR COMPLETING FORM, IF NOT DONE PROPERLY IT MAY DELAY THE PROCESS OF YOUR MOTION\***

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- ✧ You must know the other party's **current or last known address**; A P.O. BOX IS NOT ACCEPTABLE. The Domestic Violence Office **CANNOT** provide you with any information about the other party.
  
  - ✧ A copy of your notarized motion must be provided **to the Petitioner**. You may choose to pay \$50 to have the sheriff's office personally serve the other party with motion **OR** you may choose to have the motion certified mail with a return receipt at the postal office for \$5.75 (price may change without notice).
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- ✧ If you Failed to Appear at your hearing, you must file within **ten (10 days)** after the Final Judgment of Injunction was entered.
    - *If you are requesting a rehearing and it has been past the ten (10) day deadline, you are ineligible to request for a rehearing. You may file a Motion to Vacate the injunction if you, as the Respondent, believe that the injunction was filed under false accusations.*
  
  - ✧ If a hearing was held and you appeared but the injunction was granted. You must provide substantial evidence that was not provided to the court. Police reports, witness accounts, statements, or past police reports may not be permissible for your motion to be heard.
    - If you do choose to provide witness/character statements, they must be notarized. You must also provide physical documentation of any 'evidence' from text messages, emails, pictures, or social networking sites.
  
  - ✧ Motion must be **notarized by a notary public** with a valid proof of identification or be stamped by a deputy clerk. Proper identification is necessary.

**IN THE CIRCUIT COURT, FOURTH  
JUDICIAL CIRCUIT, IN AND FOR  
DUVAL COUNTY, FLORIDA.**

**CASE NO.:** \_\_\_\_\_  
**DIVISION:** FM-V

\_\_\_\_\_,  
**Petitioner,**  
**and**

\_\_\_\_\_,  
**Respondent,**

**MOTION FOR REHEARING**

**COMES NOW**, the Respondent, (*name*) \_\_\_\_\_, in proper person and moves the Court to Rehear the Final Judgment of Injunction for Protection Against Violence entered on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and recorded in Official Records Book \_\_\_\_\_ Page(s) \_\_\_\_\_ and therefore states:

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Please See Attached Documents

Based on the information stated above, I respectfully ask the Court to allow me to better represent myself to show that there is no need for a Final Judgment of Injunction for Protection Against Violence be entered.

**CERTIFICATE OF SERVICE**

I certify that a copy of this document was [Choose **one** only] ( ) mailed ( ) mailed by certified mail, return receipt requested, ( ) furnished to a law enforcement officer for personal service to the person(s) listed below on {date} \_\_\_\_\_.

**Other party or his/her attorney:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Tel: \_\_\_\_\_

**I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this motion and that the punishment for knowingly making a false statement includes fines and/or imprisonment.**

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Party

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Tel: \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

Sworn to or affirmed and signed before me on \_\_\_\_\_ by \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC or DEPUTY CLERK

\_\_\_\_\_  
[Print, type, or stamp commissioned name of notary or clerk.]

- \_\_\_ Personally known
- \_\_\_ Produced identification
- [\_\_\_] Florida Drivers License
- [\_\_\_] Florida Identification Card
- Other Type of identification produced \_\_\_\_\_