

IN THE \_\_\_\_\_ COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT,  
IN AND FOR \_\_\_\_\_ COUNTY, FLORIDA

\_\_\_\_\_  
Plaintiff(s),

Case No.: \_\_\_\_\_

Division: \_\_\_\_\_

v.

\_\_\_\_\_  
Defendant(s).

**DESIGNATION OF CURRENT MAILING AND E-MAIL ADDRESS**

I, (full legal name) \_\_\_\_\_, certify that my current  
mailing address is: [Street] \_\_\_\_\_  
[City] \_\_\_\_\_, [State] \_\_\_\_\_, [Zip Code] \_\_\_\_\_  
[Telephone Number] \_\_\_\_\_ [Fax Number] \_\_\_\_\_  
I designate as my current e-mail address(es): \_\_\_\_\_

1. By completing this form I am authorizing the Court, the Clerk of the Fourth Judicial Circuit Court of Florida and the opposing party to send copies of orders/judgment, notices or other written communications or pleadings to me through my designated e-mail and NOT through regular U.S. Mail.
2. I understand that I must keep the clerk's office and the opposing party or parties notified of my current mailing and e-mail address(es) and that all future orders/judgment, notices or other written communications or pleadings in this lawsuit will be served at the email address(es) provided above.
3. I will ensure the software filters have been removed from my computer, so it does not interfere with my ability to receive any of the above documents.

I certify that a copy of this document was (\_\_\_) e-mailed (\_\_\_) mailed (\_\_\_) faxed  
(\_\_\_) hand-delivered to the person(s) listed below on [date] \_\_\_\_\_.

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Fax Number: \_\_\_\_\_  
E-Mail Address(es): \_\_\_\_\_

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

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