

Date

Honorable Suzanne Bass  
Duval County Courthouse  
501 West Adams Street  
Room 7014  
Jacksonville, FL 32202

RE: Case Name:  
Case No.:  
Case Division: FM-F

Dear Judge Bass

In accordance with your directions, I have furnished this Order to opposing counsel for approval prior to submitting this Order to the Court. One of the following has occurred:

\_\_\_\_\_ Opposing counsel has no objection to this Order.

\_\_\_\_\_ This Order was submitted to opposing counsel forty-eight (48) hours prior to submission to the Court together with a request that opposing counsel notify the undersigned in the event the proposed Order did not accurately represent the Court's ruling and opposing counsel has not so notified the undersigned attorney.

\_\_\_\_\_ Opposing counsel and I were unable to agree upon the form of the proposed Order. The enclosed Order represented my proposed Order.

The hearing on this matter was held on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.  
This Order is being submitted within seven (7) days from the date of said hearing. I very much appreciate your consideration of this matter. With kindest regards, I remain

Respectfully yours,

Attorney

cc: Opposing attorney  
Client