

# Supreme Court of Florida

IN RE: UNIFORM CASE NUMBERING SYSTEM

## ADMINISTRATIVE ORDER

On July 6, 1998, an administrative order was issued by this Court adopting a Uniform Case Numbering System. Since the adoption of that order, this Court has received comments from various Clerks of the Appellate Courts raising questions regarding the implementation of the Uniform Case Numbering system. In adopting the system, we had no intent to cause any substantial increase in the cost of maintaining court records; however, we do want our courts to develop a uniform means for greater public access to court records in this new age of technology.

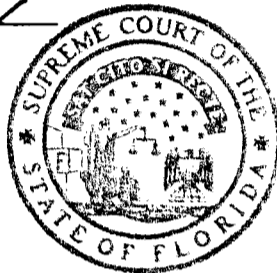
Accordingly, to clarify the order of July 6, 1998, attached to this order is an appendix amending the instructions for appellate courts for use in implementing the Uniform Case Numbering System. The appendix clarifies that appellate courts may maintain existing case numbering schemes for their local/internal systems. There was no intent to require changes in the recording process and computer software for those systems. However, beginning January 1, 2000 the new Uniform Case Numbering System must be used when the appellate court disseminates over the

Internet for general public access any information regarding a past or present case within that clerk's responsibility. Old case numbers will need to be converted to the Uniform Case Numbering System if the cases are put on the Internet for public access.

DONE AND ORDERED at Tallahassee, Florida, this 20 day of December, 1999.

Major B. Harding  
Chief Justice Major B. Harding

ATTEST: Debbie Causseaux  
Debbie Causseaux, Acting Clerk  
Florida Supreme Court



**APPENDIX**  
**Uniform Case Numbering System**  
**Appellate Courts**

The Uniform Case Numbering System will be in the following format for the appellate courts:

<u>Appellate Court Code</u>	<u>Year Designator</u>	<u>Sequential Number</u>
SC or 1D	00	1
		231
		1231

Sample of Number for Florida Supreme Court: SC00-1  
SC00-231  
SC00-1231

Sample for District Court: 1D00-1  
1D00-231  
1D00-1231