

EVICTION INSTRUCTIONS

MIAMI PSPI, LLC, ARE NOT ATTORNEYS AND WILL NOT PREPARE ANY FORMS REGARDING AN EVICTION. AFTER YOU HAVE GIVEN PROPER NOTICE TO YOUR TENANTS PURSUANT TO FLORIDA STATUTES CHAPTER 83, AND YOUR TENANT HAS FAILED TO COMPLY WITH THAT NOTICE YOU MAY FILE A SUIT FOR EVICTION.

IF ONE TENANT (ADD AN ADDITIONAL COPY OF EACH FORM FOR EACH ADDITIONAL TENANT NAMED IN ACTION).

FORMS	NUMBER OF COPIES
COMPLAINT FOR EVICTION	3
SUMMONS FOR EVICTION	3
COPIES NOTICE TO TENANT	3
COPIES OF LEASE (IFF APPLICABLE)	3
STAMPED ENVELOPE ADDRESSED TO EACH TENANT. BE SURE TO INCLUDE ENOUGH POSTAGE FOR THE WEIGHT OF ONE COPY OF ALL THE FORMS COMBINED.	1 PER TENANT
\$80.00 CASH, MONEY-ORDER OR BUSINESS CHECK FOR FILING, PAYABLE TO CLERK OF COURTS.	1
\$35.00 SERVICE ATTEMPT IN 3 TO 5 DAYS (OR) \$70.00 SERVICE ATTEMPT IN 2 DAYS (OR) \$105.00 SAME DAY SERVICE; *CHECK OR MONEY ORDER PAYABLE TO "MIAMI PSPI, LLC" *PLEASE VISIT THE "PROCESS SERVER" PAGE OF THIS WEBSITE FOR A FULL PRICING LIST: www.MiamiPSPI.com	1

IF YOUR COMPLAINT FOR REMOVAL OF TENANT IS NOT NOTARIZED AND YOU WOULD LIKE US TO NOTARIZE IT, THE SERVICE FEE WILL BE AN ADDITIONAL \$10.00.

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DEFAULT FOLLOW UP PROCEDURE

YOU WILL NEED TO WAIT 5 DAYS EXCLUSIVE OF THE DATE OF SERVICE, SATURDAY, SUNDAY, OR LEGAL HOLIDAYS, AND THEN SUBMIT THE FOLLOWING:

FORMS	NUMBER OF COPIES
MOTION FOR DEFAULT & DEFAULT	1
MOTION FOR DEFAULT JUDGMENT FOR EVICTION	1
DEFAULT JUDGMENT FOR EVICTION	3
STAMPED ENVELOPES	1 SELF ADDRESSED 1 ADDRESSED TO TENANT
WRIT OF POSSESSION	2
CHECK OR MONEY ORDER FOR \$70.00 PAYABLE TO BROWARD SHERIFF'S OFFICE (FOR ANY INSTRUCTIONS OR INFORMATION REGARDING THE WRIT OF POSSESSION, PLEASE CONTACT THE SHERIFF'S OFFICE AT 954-831-8787.	1

THE CLERK SUPPLIES THESE FORMS. ALL OTHER FORMS MUST BE PURCHASED AT AN OFFICE SUPPLY STORE, LAW LIBRARY, OR SECURED FROM AN ATTORNEY. NOTE: FORMS PURCHASED FROM AN OFFICE SUPPLY STORE MAY NOT BE IN COMPLIANCE OR MEET JUDGE'S APPROVAL. THEREFORE IT IS YOUR BURDEN TO CHECK FLORIDA STATUTES GOVERNING REMOVAL OF TENANT, TO INSURE THAT YOU ARE FILING THE PROPER PAPERS.

NOTICE

IF THERE IS ANY DOUBT IN YOUR MIND CONCERNING THESE FORMS, THE USE OF THE FORMS, OR YOUR LEGAL RIGHTS, IT IS STRONGLY RECOMMENDED THAT THE SERVICE OF AN ATTORNEY BE OBTAINED. IF YOU DO NOT KNOW AN ATTORNEY, YOU SHOULD CONTACT THE LAWYER REFERRAL SERVICE LISTED IN THE YELLOW PAGES OF THE TELEPHONE BOOK. IF YOU ARE FINANCIALLY UNABLE TO AFFORD THESE SERVICES OF AN ATTORNEY, YOU SHOULD CONTACT THE LEGAL AID OFFICE IN YOUR AREA.

BECAUSE OF THE CHANGING NATURE OF THE LAW, THE FORMS AND INFORMATION ABOUT THEM MAY BECOME OUTDATED. REGARDLESS OF WHETHER YOU DISCUSS YOUR CASE WITH A LAWYER, YOU SHOULD RESEARCH ORIGINAL SOURCES OF AUTHORITY (STATUTES AND RULES OF CIVIL PROCEDURE REFERENCED IN THE INSTRUCTIONS) TO UPDATE AND ENSURE ACCURACY OF THE FORMS.

IN NO EVENT WILL MIAMI PSPI, LLC, THE FLORIDA BAR, AND/OR THE CLERK OF COURT OR ANY ONE OR ANY ENTITY CONTRIBUTING TO THE PRODUCTION OF THESE FORMS BE LIABLE FOR ANY DIRECT, INDIRECT, OR CONSEQUENTIAL DAMAGES RESULTING FROM THE USE OF THESE FORMS.

IN THE COUNTY COURT IN AND
FOR BROWARD COUNTY, FLORIDA

CASE NO. _____

JUDGE _____

DIV. _____

PLAINTIFF

VS.

S U M M O N S / R E S I D E N T I A L
(SUMMARY PROCEDURE PURSUANT
TO FLORIDA STATUTE 51.011)

DEFENDANT

TO: _____
DEFENDANT(S)

PLEASE READ CAREFULLY

YOU ARE BEING SUED BY _____ TO REQUIRE YOU TO MOVE OUT OF
THE PLACE WHERE YOU ARE LIVING FOR THE REASONS GIVEN IN THE ATTACHED COMPLAINT.

YOU ARE ENTITLED TO A TRIAL TO DETERMINE WHETHER YOU CAN BE REQUIRED TO MOVE OUT,
BUT YOU MUST DO ALL OF THE THINGS LISTED BELOW. YOU MUST DO THEM WITHIN 5-DAYS (NOT INCLUD-
ING SATURDAY, SUNDAY, OR ANY LEGAL HOLIDAYS OBSERVED BY THE CLERK OF THE COURT) AFTER THE
DATE THESE PAPERS WERE GIVEN TO YOU OR TO A PERSON WHO LIVES WITH YOU OR WERE POSTED AT
YOUR HOME.

THE THINGS YOU MUST DO ARE AS FOLLOWS:

(1) WRITE DOWN THE REASON(S) WHY YOU THINK YOU SHOULD NOT BE FORCED TO MOVE.
THE WRITTEN REASON(S) MUST BE GIVEN TO THE CLERK OF THE COURT AT THE
BROWARD COUNTY COURTHOUSE LOCATED AT:

(2) MAIL OR GIVE A COPY OF YOUR WRITTEN REASON(S) TO:

(3) GIVE THE COURT CLERK THE RENT THAT IS DUE AS SET FORTH IN THE LANDLORD'S COMPLAINT
OR AS DETERMINED BY THE COURT. YOU MUST PAY THE CLERK THE RENT EACH TIME IT BECOMES DUE UNTIL
THE LAWSUIT IS OVER. WHETHER YOU WIN OR LOSE THE LAWSUIT, THE JUDGE MAY PAY THIS RENT TO THE
LANDLORD. (ANY PAYMENT INTO THE REGISTRY OF THE COURT MUST BE TENDERED CASH, CASHIER'S
CHECK OR MONEY ORDER AND MUST BE ACCOMPANIED BY PAYMENT OF THE CLERK'S REGISTRY FEE OF 2%
OF THE FIRST \$500.00 DEPOSITED AND 1% OF EACH SUBSEQUENT \$100.00).

(4) IF YOU FILE A MOTION TO HAVE THE COURT DETERMINE THE AMOUNT OF RENT TO BE PAID TO THE CLERK OF THE COURT, YOU MUST IMMEDIATELY CONTACT THE OFFICE OF THE JUDGE TO WHOM THE CASE IS ASSIGNED TO SCHEDULE A HEARING TO DECIDE WHAT AMOUNT SHOULD BE PAID TO THE CLERK OF THE COURT WHILE THE LAWSUIT IS PENDING.

IF YOU DO NOT DO ALL OF THE THINGS SPECIFIED ABOVE WITHIN 5 WORKING DAYS AFTER THE DATE THAT THESE PAPERS WERE GIVEN TO YOU OR TO A PERSON WHO LIVES WITH YOU OR WERE POSTED AT YOUR HOME. YOU MAY BE EVICTED WITHOUT A HEARING OR FURTHER NOTICE.

(5) IF THE ATTACHED COMPLAINT ALSO CONTAINS A CLAIM FOR MONEY DAMAGES (SUCH RENT), YOU MUST RESPOND TO THAT CLAIM SEPARATELY. YOU MUST WRITE DOWN THE REASONS WHY YOU BELIEVE THAT YOU DO NOT OWE THE MONEY CLAIMED. THE WRITTEN REASONS MUST BE GIVEN TO THE CLERK OF THE COURT AT ADDRESS SPECIFIED IN PARAGRAPH (1) ABOVE, AND YOU MUST MAIL OR GIVE A COPY OF YOUR WRITTEN REASONS TO THE PLAINTIFF/PLAINTIFF'S ATTORNEY AT THE ADDRESS SPECIFIED IN PARAGRAPH (2) ABOVE. THIS MUST BE DONE WITHIN 20 DAYS AFTER THE DATE THESE PAPERS WERE GIVEN TO YOU OR TO A PERSON WHO LIVES WITH YOU OR WERE POSTED AT YOUR HOME. THIS OBLIGATION IS SEPARATE FROM THE REQUIREMENT OF ANSWERING THE CLAIM FOR EVICTION WITHIN 5 WORKING DAYS AFTER THESE PAPERS WERE GIVEN TO YOU OR TO A PERSON WHO LIVES WITH YOU OR WERE POSTED AT YOUR HOME.

THE STATE OF FLORIDA:

TO EACH SHERIFF OF THE STATE: YOU ARE COMMANDED TO SERVE THIS SUMMONS AND A COPY OF THE COMPLAINT IN THIS LAWSUIT ON THE ABOVE-NAMED DEFENDANT.

DATED ON _____, 20_____.

Howard C. Forman
CLERK OF THE COUNTY COURT

BY: _____
AS DEPUTY CLERK

IF YOU ARE A PERSON WITH A DISABILITY WHO NEEDS ANY ACCOMMODATION IN ORDER TO PARTICIPATE IN THIS PROCEEDING, YOU ARE ENTITLED, AT NO COST TO YOU, TO THE PROVISION OF CERTAIN ASSISTANCE. WITHIN TWO WORKING DAYS OF YOUR RECEIPT OF THIS NOTICE, CONTACT LAUREN FAILLA AT (954) 831-6364; 201 SE 6TH STREET, FT. LAUDERDALE, FL.33301. THE PHONE LINE WILL ACCOMMODATE VOICE OR TDD TRANSMISSIONS FOR THE HEARING IMPAIRED OR VOICE IMPAIRED.

CITATION D'EVICITION/RESIDENTIELLE

A: _____
DEFENDEUR(S)

LISEZ ATTENTIVEMENT

VOUS ETES POURSUIVI PAR _____ POUR EXIGER QUE VOUS EVACUEZ LES LIEUX DE VOTRE RESIDENCE POUR LES RAISONS ENUMEREES DANS LA PLAINTI CI-DESSOUS.

VOUS AVEZ DROIT A UN PROCES POUR DETERMINER SI VOUS DEVEZ DEMENAGER, MAIS VOUS DEVEZ, AU PRE-ALABLE, SUIVRE LES INSTRUCTIONS ENUMEREES CI-DESSOUS, PENDANT LES 5 JOURS (NON COMPRIS LE SAMEDI, LE DIMANCHE, OU UN JOUR FERIE) A PARTIR DE LA DATE OU CES DOCUMENTS ONT ETE DONNES A VOUS OU A LA PERSON-NE VIVANT AVEC VOUS, OU ONT ET AFFICHES A VOTRE RESIDENCE.

LISTE DES INSTRUCTIONS A SUIVRE:

(1) ENUMERER PAR ECRIT LES RAISONS POUR LESQUELLES VOUS PENSEZ NE PAS AVOIR A DEMENAGER. ELLES DOIVENT ETRE REMISES AU CLERC DU TRIBUNAL A _____ COUNTY COURT HOUSE ,FLORIDA.

(2) ENVOYER OU DONNER UNE COPIE AU:

PLAIGNANT/AVOCAT DU PLAIGNANT

ADRESSE

(3) PAYER AU CLERC DU TRIBUNAL LE MONTANT DES LOYERS DUS COMME ETABLI DANS LA PLAINTI ET LE MONTANT DES LOYERS DUS JUSQU'A LA FIN DU PROCES. SI VOUS PENSEZ QUE LE MONTANT ETABLI DANS LA PLAINTI EST INCORRECT, VOUS DEVEZ PRESENTER AU CLERC DU TRIBUNAL UNE DEMANDE EN JUSTICE POUR DETERMINER LA SOMME A PAYER. POUR CELA VOUS DEVEZ ATTACHER A LA DEMANDE TOUS LES DOCUMENTS SOUTENANT VOTRE POSITION ET FAIRE PARVENIR UNE COPIE DE LA DEMANDE AU PLAIGNANT/AVOCAT DU PLAIGNANT.

(4) SI VOUS FAITES UNE DEMANDE EN JUSTICE POUR DETERMINER LAS SOMME A PAYER AU CLERC DU TRIBUNAL, VOUS DEVREZ IMMEDIATEMENT PREVENIR LE BUREAU DE JUGE QUI PRESIDERA AU PROCES POUR FIXER LA DATE DE L'AUDIENCE QUI DECIDERA QUELLE SOMME DOIT ETRE PAYEE AU CLERC DU TRIBUNAL PENDANT QUE LE PROCES EST EN COURS.

SI VOUS NE SUIVEZ PAS CES INSTRUCTIONS A LA LETTRE DANS LES 5 JOURS QUE SUIVENT LA DATE OU CES DOCUMENTS ONT ETE REMIS A VOUS OU A LA PERSONNE HABITANT AVEC VOUS, OU ONT ETE AFFICHES A VOTRE RESIDENCE, VOUS POUVEZ ETRE EXPULSES SANS AUDIENCE OU SANS AVIS PREALABLE

(5) SI LA PLAINTI CI-DESSUS CONTIENT UNE DEMANDE POUR DOMMAGES PECUNIAIRES, TELS DES LOYERS ARRI-ERES, AVOUS DEVEZ Y REPONDRE SEPAREMENT. VOUS DEVEZ ENUMERER PAR ECRIT LES RAISONS POUR LESQUELLES VOUS ESTIMEZ NE PAS DEVOIR LE MONTANT DEMANDE. CES RAISONS ECRITES DOIVENT ETRE DONNEES AU CLERC DU TRIBUNAL A L'ADRESSE SPECIFICE DANS LE PARAGRAPHE (1) ET UNE COPIE DE CES RAISONS DONNEE OU ENVOYEE AU PLAIGNANT/AVOCAT DU PLAIGNANT A L'ADRESSE SPECIFIEE DANS LE PARGRAPHE (2). CELA DOIT ETRE FAIT DANS LES 20 JOURS SUIVANT LA DATE OU CES DOCUMENTS ONT ETE PRESENTES A VOUS OU A LA PERSONNE HABITANT AVEC VOUS, OU AFFICHES A VOTRE RESIDENCE. CETTE OBLIGATION NE FAIT PAS PARTIE DES INSTRUCTIONS A SUIVRE EN REPONSE AU PROCES D'EVICITION DANS LES 5 JOURS SUIVANT LA DATE OU CES DOCUMENTS ONT ETE PRESENTES A VOUS ON A LA PERSONNE HABITANT AVEC VOUS, OU AFFICHES A VOTRE RESIDENCE.

IN THE COUNTY COURT IN AND
FOR BROWARD COUNTY, FLORIDA

CASE NO. _____

DIVISION: _____

JUDGE: _____

PLAINTIFF

VS.

COMPLAINT FOR TENANT EVICTION

DEFENDANT

PLAINTIFF(S), _____

brings action against DEFENDANT(S) _____ **and**

alleges:

1. **This is an action for Removal of Tenant from real property in Broward County, Florida:**
2. **Plaintiff(s) is the Landlord and Defendant(s) is the tenant of the following described real property in said county:**

3. **The term of the written agreement has expired and the Defendant continues in possession of the premises without permission of the Plaintiff. (copy of written agreement attached)**

The oral agreement has expired by timely notice given of such termination and the Defendant continues in possession of the premises without permission of the Plaintiff. (copy of the notice to vacate attached)

The term of the agreement has expired by default in payment of the rent and three days notice in writing requiring the payment of such rent or the possession of the premises has been duly served but Defendant refuses to do either. Copy of three day notice attached. This agreement is oral/written (copy of written agreement attached.)

[] Defendant materially failed to comply with F.S.83.52 or the terms of the rental agreement, other than failure to pay rent, and timely notice given of such noncompliance and Defendant continues in possession of the premises without permission of the Plaintiff. Copy of the non-compliance attached. This agreement is oral/written (copy of written agreement attached).

WHEREFORE, Plaintiff demands judgment for possession of the property and costs of this action, forthwith.

Plaintiff or Attorney

Sworn to and subscribed before me on _____

at _____, Broward County, Florida.

Notary Public or Deputy Clerk

IN THE COUNTY COURT IN AND FOR BROWARD COUNTY FLORIDA

CLOCK IN

DIVISION :

CIVIL

OTHER

ANSWER TO TENANT EVICTION

PLAINTIFF(S)

VS. DEFENDANT(S)

CASE NUMBER

SP

CC

I hereby certify that I will send a copy of the foregoing Answer to the Plaintiff or his attorney.

DATE

DEFENDANT(S)

IN THE COUNTY COURT IN AND FOR BROWARD COUNTY FLORIDA

CLOCK IN

DIVISION

() CIVIL
() OTHER

**MOTION FOR DEFAULT
AND
DEFAULT**

PLAINTIFF(S)

VS. DEFENDANT(S)

CASE NUMBER

() SP
() CC

MOTION FOR DEFAULT

PLAINTIFF MOVES FOR ENTRY OF A DEFAULT BY THE CLERK AGAINST DEFENDANT,
_____ FOR FAILURE TO SERVE ANY
PAPER ON THE UNDERSIGNED OR FILE ANY PAPER AS REQUIRED BY LAW.

ATTORNEY OR PLAINTIFF

DEFAULT

A DEFAULT IS HEREBY ENTERED IN THIS ACTION AGAINST THE ABOVE NAMED
DEFENDANT IN THE FOREGOING MOTION FOR FAILURE TO SERVE OR FILE ANY
PAPERS AS REQUIRED BY LAW.

WITNESS MY HAND AND SEAL OF SAID COURT ON _____

Howard C. Forman,
AS CLERK OF THE COURT

BY _____
DEPUTY CLERK

IN THE COUNTY COURT IN AND FOR BROWARD COUNTY FLORIDA		CLOCK IN
DIVISION <input type="checkbox"/> CIVIL <input type="checkbox"/> OTHER	WRIT OF POSSESSION	
PLAINTIFF(S)	VS. DEFENDANT(S)	CASE NUMBER <div style="text-align: right;"> <input type="checkbox"/> SP <input type="checkbox"/> CC </div>

THE STATE OF FLORIDA:

TO ALL AND SINGULAR SHERIFFS OF THE STATE:

**YOU ARE COMMANDED TO POST A NOTICE IN A CONSPICUOUS PLACE ON THE
PREMISES LOCATED AT:**

**NOTIFYING ALL PERSONS RESIDING THEREIN THAT YOU SHALL PUT _____
_____ IN POSSESSION OF THE SAID PREMISES AFTER 24 HOURS OF
THE DATE OF SAID NOTICE.**

**FURTHER, YOU ARE COMMANDED TO PUT SAID PLAINTIFF IN POSSESSION OF THE AFORESAID AT THE
EXPIRATION OF SAID NOTICE.**

**WITNESS MY HAND AND SEAL OF THIS COURT ON _____ DAY OF _____,
20_____ .**

**HOWARD C. FORMAN,
AS CLERK OF THE COURTS**

**BY _____
DEPUTY CLERK**

ATTORNEY/PLAINTIFF ADDRESS:

**PERSON SHERIFF CAN CONTACT DURING THE DAY. INCLUDE A
PHONE NUMBER.**

ATTORNEY/PLAINTIFF TELEPHONE:

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