

**IN THE CIRCUIT COURT OF THE SIXTH JUDICIAL CIRCUIT  
IN AND FOR PASCO COUNTY, FLORIDA**

**CASE MAINTENANCE REFERENCE GUIDE  
FOR SETTLEMENT OF CLAIMS F.S. 744.387 AND  
SETTLEMENT OF MINORS' CLAIMS PROBATE RULE 5.636**

- Name/Residence/Address/Date of birth of the minor.
- Name/Address of any guardian appointed for the minor.
- Name/Residence/Address of the natural guardians or other person having legal custody of the minor.
- Statement disclosing the interests of any natural or court-appointed guardian whose interest may be in conflict with that of the minor.
- Description of the cause of action.
- Summary of the terms of the Proposed Settlement.
- Signature of petitioner(s)/guardian(s).
- Signature of attorney.
- Attorney's address, telephone number including area code and Florida Bar number, **Judicial Rule 2.060(d)**.
- Copies of all agreements, releases, or other documents to be executed on behalf of the minor.
- Notice to court-appointed guardian(s)/natural guardian(s)/persons with legal custody of the minor/minor if age 14 or older/minor's next of kin if required by the Court.
- Gross settlement over \$25,000.00.  
(Will guardian ad litem be necessary?)
- Guardian Ad Litem's Report, when applicable.
- Net settlement of minor is over \$15,000.00. Guardianship is required.
- Civil Action filed. File Petition to Approve Settlement in civil action division.

**Other:** \_\_\_\_\_  
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