

## INSTRUCTIONS

### **MOTIONS TO REINSTATE / STOP SUSPENSION OF DRIVER'S LICENSE OR MOTIONS FOR CONTINUANCE**

#### **SELF-REPRESENTING LITIGANTS ONLY**

Please download the document titled **Motion for Driver's License**.

You must completely fill out this motion, including the case number, and also include an e-mail, phone number and a physical address. This is important so that we may contact you to set your hearing via ZOOM app.

Once your motion has been completed please e-file your document on the Florida Courts E-Filing Portal <https://www.myflcourtagency.com/> . Please be sure to send a copy to the opposing side, and/or the State Attorney's Office at [ChildSupportService@MiamiSAO.com](mailto:ChildSupportService@MiamiSAO.com), as well as, to the Child Support Magistrate's office at [11thFCGM46@jud11.flcourts.org](mailto:11thFCGM46@jud11.flcourts.org)

**In the event you do not know how to E-File your motion**, please send it to [11thFCGM46@jud11.flcourts.org](mailto:11thFCGM46@jud11.flcourts.org). Your email must include the following information on the subject line:

#### **EXAMPLE: (Motion for Drivers License Case #XXXX-XXXX SMITH Vs. SMITH)**

Be sure to attach your completed motion to your e-mail. Incomplete and/or unsigned motions will not be accepted. **If you are filling out the fillable form on-line, typing your name on the signature line is all that is needed to satisfy the signature requirement.**

Once your motion is received you will be contacted with a hearing date and time.

Please be aware that due to growing concerns about the safety of our community and the spread of the Coronavirus and COVID-19 disease, the General Magistrate's Office for Child Support Enforcement is closed to the public.

However, our division remains open. The General Magistrates and staff are working and available. We can address most matters remotely via telephone conferences and ZOOM.

If you have any questions, please feel free to contact us at:

Office of the General Magistrates  
Eleventh Judicial Circuit of Florida  
Child Support Enforcement  
Phone: 786-469-3960  
Or [11thfcgm46@jud11.flcourts.org](mailto:11thfcgm46@jud11.flcourts.org)

Please be sure state your case number on the e-mail subject line or on any voicemails and the questions you may have.