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Basic Citation Forms: Florida Cases

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10. FLORIDA CASES

10.1 OFFICIAL REPORTER

If possible, cite to the West regional reporter.

10.2 UNOFFICIAL REPORTER

Cite to the *Florida Law Weekly* only if the opinion does not yet appear in the Southern Reporter.

10.3 COURTS

Do not capitalize court, unless referring to a specific one.

10.3.1 In Text

(a) *Florida Supreme Court*

the court
the supreme court
the Florida Supreme Court
the Supreme Court of Florida [the official name]

(b) *Florida District Courts of Appeal*

the court
the district court
the Third District Court
the Third District Court of Appeal

(c) *Florida Circuit Courts*

the court
the circuit court
the Sixteenth Circuit Court

(d) *Florida County Courts*

the court
the county court
the Leon County Court

10.3.2 In footnotes

(a) *Florida Supreme Court*

Follow the Bluebook for cases cited to the Southern Reporter. However, when citing to Florida Law Weekly, the style is Fla. L.W., not Fla. L. Weekly.

1. Sullivan v. State, 303 So. 2d 632 (Fla. 1974).
2. Thomas v. State, 9 Fla. L.W. 392 (Fla. May 26, 1984).

(b) Florida District Courts of Appeal

3. Schmauss v. Snoll, 245 So. 2d 112 (Fla. 3d DCA 1971).
4. Zelter v. Zelter, 9 Fla. L.W. 2322 (Fla. 4th DCA May 26, 1984).

(c) Florida Circuit Courts

5. Whidden v. Francis, 27 Fla. Supp. 80 (Fla. 11th Cir. Ct. 1966).

(d) Florida County Courts

6. State v. Alvarez, 42 Fla. Supp. 83 (Fla. Dade County Ct. 1975).

11. MISCELLANEOUS REFERENCES

11.1 CORRESPONDENCE: LETTERS, MEMORANDUMS, AND NOTES TO THE FILE

The form is:

Letter from [or "Memorandum from"] [name and title, abbreviated, of author of item] to [name and title, abbreviated, of recipient] (date) (subject of item, if appropriate) (location of item).

For an individual who is a staff member of the Florida Legislature, include a reference to "Fla. H.R." or "Fla. S." in the title reference. For state legislators, each legislator's name should be preceded by the abbreviation for the house the legislator is a member of ("Sen." or "Rep.") followed by the member's name and, if first reference, the abbreviation for the political party to which the member belongs, and the home town of the member.