

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY, FLORIDA

ADMINISTRATIVE ORDER NO. 2.309-8/2025\*

IN RE: EXEMPLIFICATION CERTIFICATES

\_\_\_\_\_:

From time-to-time the Clerk of Court is required to provide exemplified certifications which are required to authenticate or exemplify a Court document. The Clerk of Court must maintain an adequate supply of exemplification certificates to ensure a timely response for exemplified requests.

**NOW, THEREFORE**, pursuant to the authority conferred by Florida Rule of General Practice & Judicial Administration 2.215, it is **ORDERED** as follows:

When required by the Clerk of Court, it shall be the responsibility of the Chief Judge to sign blank exemplification certificates. In the absence of the Chief Judge, the Duty Judge shall sign such certificates. The certificates shall be used for the sole purpose of providing parties with exemplified copies of Court orders.

**DONE** and **SIGNED**, in Chambers, at West Palm Beach, Palm Beach County, Florida, this 19<sup>th</sup> day of August, 2025.

   
THE 15<sup>TH</sup> JUDICIAL CIRCUIT  
OF FLORIDA  
ADMINISTRATIVE OFFICE OF THE COURT

\_\_\_\_\_  
Glenn D. Kelley  
Chief Judge

\*supersedes admin. order 2.309-8/2023

**EXEMPLIFICATION CERTIFICATION**

**STATE OF FLORIDA  
COUNTY OF PALM BEACH**

I, \_\_\_\_\_, Chief Judge of the Circuit Court of the Fifteenth Judicial Circuit, in and for Palm Beach County, Florida, DO HEREBY CERTIFY that MICHAEL A. CARUSO whose name is subscribed to the foregoing certificate and attestation, is the duly appointed and qualified Clerk of the Circuit Court of the Fifteenth Judicial Circuit, in and for Palm Beach County, Florida, and that theseal thereto affixed is the genuine seal of the said Court, and that the said certificate and attestation are in due form and made by the proper officer, and full faith and credit are due and ought to be given to all of the official acts of said Clerk, as well in courts of judicature as elsewhere.

IN TESTIMONY WHEREOF, I have hereunto set my hand at West Palm Beach, Palm Beach County, Florida this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Chief Judge of the Circuit Court of  
Palm Beach County, Florida

**STATE OF FLORIDA  
COUNTY OF PALM BEACH**

I, MICHAEL A. CARUSO, Clerk of the Circuit Court of the Fifteenth Judicial Circuit, in and for Palm Beach County, Florida, DO HEREBY CERTIFY that the Honorable \_\_\_\_\_ is a Judge of the Circuit Court of Palm Beach County, Florida, duly commissioned, qualified and acting, and that the signature of the foregoing certificate and attestation is genuine and in his/her own proper handwriting, and that full faith and credit are due and ought to be givento all of his/her official acts as well in courts of judicature as elsewhere.

**I further certify that the documents attached to this certificate and listed below are a full, true, and correct copy of the documents entered in case number \_\_\_\_\_ as appears of record in my office:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IN TESTIMONY WHEREOF, I have hereunto set my hand at West Palm Beach, Palm Beach County, Florida this \_\_\_\_\_ day of \_\_\_\_\_.

MICHAEL A. CARUSO  
CLERK OF THE CIRCUIT COURT  
PALM BEACH COUNTY, FLORIDA

BY: \_\_\_\_\_  
Deputy Clerk