

# ProDoc Florida Update News

December 2009

## Legislative and Other Form Updates on this CD

The update contains 235 revised forms, many for new legislation effective January 1, 2010. In addition to providing you revised forms prior to the effective dates of their underlying new legislation, we also provided form updates pursuant to agency and/or case law changes. The volumes containing the revised forms are:

**Family Law** – We added the new *Civil Cover Sheet* for Family Law Cases pursuant to Florida Supreme Court opinion number SC08-1141a. We also removed three existing civil cover sheets. Finally, we updated the *Motor Vehicle/Vessel Records Request*, also pursuant to an agency update.

**Litigation** – We updated the *Civil Cover Sheet* pursuant to Florida Supreme Court opinion number SC08-1141a and we updated the *Motor Vehicle/Vessel Records Request*, also based on an agency update.

**FLSSI' Probate** – We added a message to the *Accounting* that explains any difference between the calculated ending balance and the value of assets on  
( continued on page 2 )

### New ProDoc Volume Released

We just released our new Business Transactions Solution (BTS) volume nationwide. It contains not only all the forms a business will ever need, from creation to dissolution, but a large number of transactional documents that many businesses need in today's economy. In addition to business operations forms, BTS also contains a large number of agreements covering real estate, leases, consulting, technology licensing, confidentiality, employment, commercial leases, advertising and many other areas.

Read more about BTS at [www.prodoc.com/bts/](http://www.prodoc.com/bts/).

For more information about adding BTS to your subscription, call your local Thomson West representative or call 1-800-759-5418, option 1.

### Install this Update before January 1, 2010

This update contains form updates that are effective January 1, 2010. Please be sure to install it prior to this date so you don't forget to do so later.

But, since the changes are not effective until January 1, 2010 be sure not to install this update too early.

### Your ProDoc Installation KeyCode Is on the Shipping Envelope

You will need a 20-character **KeyCode** to install this update. You'll find it on the envelope in which the CD shipped. We strongly encourage to you keep the shipping envelope in a safe place so you have your KeyCode available when you install the update.

### Who to Call for Billing and/or Customer Support Issues

We have a special team dedicated to Customer Support issues for ProDoc customers. Call 800-759-5418. This is the "ProDoc only" phone number for obtaining Sales information (option 1), Customer Support (option 2), free Technical Support (option 3), and Free Training (option 4) and it is dedicated exclusively to ProDoc customers. Call this number and you work with the teams that are the most knowledgeable about ProDoc.

### Your ProDoc Account Information Is Available Online

You can now go online and review your ProDoc subscription information, to find your Installation KeyCode, and your Registration Code(s). All this and more is available through MyAccount on the Thomson West web site.

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hand at the end of the accounting period.

**Business Organizations** – We changed the *Limited Liability Company Reinstatement* pursuant to an agency update.

**Business Transactions Solution** – We added additional statutory links into WestLaw® for 29 forms.

**Federal Criminal Defense** – We updated nine forms with a minor fix to the jurisdictional description. We also updated four Administrative Office forms with minor changes and the Summons in a Criminal Case, to which a page is now added when the summons is to be filed under seal.

**Lipman’s Wills & Trusts** – Our update to this volume covered these four major areas:

1. We added an option to six Irrevocable Trust forms enabling you to initially create a single, pooled trust rather than having the trusts held in individual trusts from the outset. You still have the option to, if you want, create separate trusts from the outset, as creating a single initial trust will not be required.
2. After this update, all of the Revocable and Irrevocable Trusts, as well as all of the Certification of Trust forms, allow you to choose how your client will sign the agreement. In addition to the regular text inserted for a typical signing, you will be able to draft these forms so that your client can sign overseas, with a mark, or your client can direct that a notary sign on his or her behalf.
3. We renamed all of the Domestic Partner forms to Same-Sex Spouse/Domestic Partner forms. These forms are designed to be used for the following types of clients: (a) same-sex marriages; (b) registered domestic partners;

and (c) any other situation where two people are providing for each other (and the two people can be two men, two women, or a man and a woman). These forms will work when they are drafted for a set of clients who are not a married couple or who are not registered domestic partners. Your clients are now able to refer to each other as my spouse, my husband, my wife, my partner, etc.

4. We added Qualifying Elective Share Trusts to eight will forms and four Revocable Trust forms. You will have the ability to create a Supplemental Needs Trust for the surviving spouse that is funded with an amount of property equal to the surviving spouse’s elective share and which is a “Qualifying Elective Share Trust” as defined in FS 732.2025(8).

**Family Law PowerPack updates** - We updated the Tax Calculator with the IRS 2010 tax charts. We updated the Delinquency Calculator for the percentages charged on delinquencies anticipated for 2010.

**Want to view the specific changes to a particular form?**

Open ProDoc and click on **Help ► About the Volumes**. Then click the volume of your choice. You will now see a page with three links at the top: **Authors**, **Change History**, and **Forms List**.

Click on the **Change History** link and you will see information about the changes made to each form in this update.

Click on the **Forms List** link instead of the **Change History** link and you can view a complete list of all of the forms in the selected volume.

**ProDoc Enhancement**

We added a feature that enables you to prevent ProDoc from populating your firm information into the documents you draft. To activate this feature, open ProDoc and click on **Customize ► Firm Information**. Then click the checkbox next to **Do not use firm information default answers during document assembly**.

Click **OK** to save your change and to close the **Options and Settings** window.

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This is an excellent way for you to determine whether that product/volume makes sense for your practice.

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<sup>1</sup> The forms in this volume are derived from forms prepared by the Forms Committee of the Real Property, Probate, and Trust Law Section of The Florida Bar and contained in the Florida Lawyers Support Services, Inc. (FLSSI) Manual. These forms are created and maintained by leading experts in their field and recognized as the standard in probate courts throughout Florida.