



# Florida Association of Court Clerks & Comptrollers

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September 11, 2009

Dear Clerks of Circuit Court:

It's time once again for the Clerks to report their court-related assessments and collections. Section 28.246(1), Florida Statutes, requires the Clerks of the Circuit Court to report the following information to the Legislature and the Clerks of Court Operations Corporation:

- (a) The total amount of mandatory fees, service charges, and costs; the total amount actually assessed; and the total amount discharged, waived, or otherwise not assessed; and the total amount collected.
- (b) The amount of discretionary fees, service charges, and costs assessed; the total amount discharged; and the total amount collected.
- (c) The total amount of mandatory fines and other monetary penalties; the total amount assessed; the total amount discharged, waived, or otherwise not assessed; and the total amount collected.
- (d) The amount of discretionary fines and other monetary penalties assessed; the amount discharged; and the total amount collected.

If provided to the Clerk by the Judge, the Clerk, in reporting the amount assessed, shall separately identify the amount assessed as community service; assessed by reducing the amount to a judgment or lien; satisfied by time served; or other.

The survey form to report Fiscal Year 2008-2009 data is attached, or can be downloaded via the FACC Internet/Publications Page. Please complete the form by Friday, October 23, 2009, and e-mail the completed form to Bryant Gries at [bgries@ficlerks.com](mailto:bgries@ficlerks.com). If you have any questions, please contact Alex Nicholas at (850) 921-0808 or by e-mail at [anicholas@ficlerks.com](mailto:anicholas@ficlerks.com).

FACC staff will compile the data into a statewide report and provide it to the Legislature and the CCOC. There is no statutory provision to amend the final report once it has been submitted. Thus due diligence in reporting complete and accurate information to FACC is very important. However, prior to publication FACC will review the data and alert you to any anomalies.

As Chair of the Clerks' Court Operations Committee, I want to thank you for your success in Article V implementation, as together we work to insure the continued success of each of our local courts.

Sincerely,

Honorable Sharon Robertson, Chair  
FACC General Operations Subcommittee – Court Operations  
Clerk of Circuit Court, Okeechobee County