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09/08/2004 at 02:34 PM, BOB INZER, CLERK OF COURTS

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RECORDS OF LEON CO. FLA.
IN THIS BOOK & PAGE IND
AUG 25 11 48 AM 1980
AT THE TIME AND DATE NOTED
PAUL F. HARTSFIELD
CLERK OF CIRCUIT COURT

IN THE COUNTY COURT OF THE
SECOND JUDICIAL CIRCUIT, IN
AND FOR LEON COUNTY, FLORIDA.

ADMINISTRATIVE ORDER NO. 9

IT HAS come to the attention of the Court that certain errors or ommissions have been committed by parties attempting to expunge records under provisions of Sections 901.33 and 893.14(2), Florida Statutes. The purpose of this Order is to clarify and establish a guide for these procedures, eliminating said errors and/or ommissions.

THEREFORE it is Ordered that:

1. All Motions for Expungment shall be in writing and shall:

   a. State the grounds upon which it is based; and statute as set forth in Exhibit A & B;

   b. State the official records to which it is directed;

   c. Be supported by an affidavit of the party seeking relief, said affiant stating the statutory grounds under which relief is requested;

2. Notice of hearing shall be as provided in Rule 3.590(c), and shall be served on the State Attorney and the arresting party.

3. Orders of the Court entered on these motions shall contain the section of the statute under which relief is sought. This Court rule does not provide that the Clerk collect records from any agency and it is directed that no Order shall contain this provision. Each Order shall show that copies are to be provided to all involved agencies or departments, ie: arresting agency; Sheriff's Office; State Attorney; FDLE; and if involved Parole and Probation authorities.

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LEON COUNTY
GWEN MARSHALL
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4. The Clerk, and not counsel for the Defendant, shall furnish certified copies of the Order to each agency or department involved and the fee for these services shall be borne by the Defendant.

DONE AND ORDERED in Chambers, this 25th day of August, 1980.

CHARLES D. McCLURE
ADMINISTRATIVE JUDGE

cc: Honorable Hayward V. Atkinson
Honorable Hal S. McClamma
State Attorney's Office
Public Defender's Office
Leon County Sheriff's Office
Leon County Misdemeanor Division
Traffic Violations Bureau

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