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AT THE TIME AND DATE NOTED
PAUL F. HARTSFIELD
CLERK OF CIRCUIT COURT

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

IN THE COUNTY COURT, IN AND FOR LEON COUNTY, FLORIDA.

Administrative Order No. 87-69 Cr.
87-5 Co.

In Re: SERVICE OF SUBPOENAS BY MAIL IN CRIMINAL CASES

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THIS CAUSE came before the Court upon a suggestion by SGT. JIM MARSH of the Leon County Sheriff's Department that cooperative witnesses in many criminal cases could be effectively, promptly, and economically served subpoenas by regular United States Postal System mail delivery. A discussion meeting was held on July 28, 1987, attended by SGT. JIM MARSH, SGT. MARK SNYDER, CAPTAIN JOE DAVIS, and MAJOR RON DYKE of the Leon County Sheriff's Department; by Assistant State Attorneys C. W. GOODWIN and LEE SIMS; by Assistant Public Defenders MICHAEL MINERVA and GENE TAYLOR; and by Honorable JOHN CRUSOE, Leon County Judge presently assigned to criminal cases. Upon Motion of the Leon County Sheriff's Department through the State Attorney's Office and with no general objections from others in attendance at the discussion meeting,

IT IS HEREBY ORDERED that when counsel for the State of Florida or for the defendant designate witnesses they believe will be cooperative as suitable for service of subpoena by regular mail, the Leon County Sheriff's Office may mail said subpoenas provided that no later than eight days prior to the appearance date they shall attempt to effect personal service if the witness has not confirmed receipt of the mailed subpoena. Appropriate logs or records shall be maintained by the Sheriff's Department confirming receipt by witnesses and a return indicating witness confirmation shall be filed with the Clerk of Court. This will be a pilot project from September 1, 1987, through December 31, 1987, with statistical data to be maintained by the Leon County Sheriff's Department to evaluate the effectiveness and economy of said procedure.

DONE AND ORDERED this 11th day of August, 1987.

CHARLES D. McCLURE
CIRCUIT JUDGE

GEORGE S. REYNOLDS, III
LEON COUNTY JUDGE

UNOFFICIAL DOCUMENT