



KAREN E. RUSHING  
Clerk of the Circuit Court  
and County Comptroller  
SARASOTA COUNTY

## Clerk COMMUNICATION

Karen E. Rushing | Clerk of the Circuit Court and County Comptroller  
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Date: June 9, 2010

From: Karen E. Rushing, Clerk of the Circuit Court and County Comptroller

Contact: Lisa Finkelstein, Fiscal Services, [lfinkel@scgov.net](mailto:lfinkel@scgov.net)

RE: **Changes to credit card payment process: Fee changes, increased fraud prevention, American Express/Discover Card now accepted**

Providing governmental services and processing records electronically has resulted in the associated fees for these services being paid electronically, too. Credit card transactions, although a convenience to the payor, incur transaction costs payable to the contracted banking institution or payment processor.

Florida law provides for these costs to be passed on to the user, rather than the governmental agency offering the customer the convenience of using a credit card. Therefore, effective June 21, 2010, the Sarasota Clerk of the Circuit Court and County Comptroller will begin using a third-party service—MyFloridaCounty.com—to process credit and debit card transactions. **As the payment processor, MyFloridaCounty.com will add a nonrefundable 3.5% fee to credit card transactions, whether in person or online. The fee, which will appear as a separate charge on the cardholder's statement, is not assessed by the Clerk of Court.** To avoid this charge, customers can still pay by cash, personal check, money order, cashier's checks, or may be eligible to open a receipt depositor escrow account.

Once MyFloridaCounty.com processing is implemented, American Express and Discover cards—in addition to Visa and MasterCard—will begin to be accepted. Additionally, MyFloridaCounty.com will use new fraud prevention services for better security.

- **Address Verification Service (AVS):** AVS will require the customer to supply the billing address zip code of the card holder during the transaction.
- **Card Verification Value (CVV):** CVV will require the three or four digit security code found on the front or back of the card used.

Customers who e-file should note that both case initiation fees and subsequent filings are subject to the service fee charged by MyFloridaCounty.com. As an alternative, the Clerk offers the option of paying by receipt depositor escrow account. For an Escrow Application and Authorization form, please visit [www.SarasotaClerk.com](http://www.SarasotaClerk.com), and click on *E-filing and ClerkNet Information* from the home page. We will automatically update your e-filing billing option once your account has been approved and set up.

Thank you for allowing us to serve you, and for your patience during this transition.

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