

INFORMATION AND DIRECTIONS FOR PUBLIC SERVANT REQUEST FOR EXEMPTION

Florida Statutes §119.07

If you fall into any of the below categories, you may request the corresponding information be exempt from examination and inspection from the public record.

CATEGORY ONE Current or Former

- Law enforcement personnel
- Correctional and correctional probation officers
- Personnel for the Department of Children and Family Services whose duties include the investigation of abuse, neglect, exploitation, fraud, theft, or other criminal activities
- Personnel of the Department of Health whose duties are to support the investigation of child abuse or neglect
- Personnel of the Department of Revenue or local governments whose responsibilities include revenue collection and enforcement or child support enforcement
- State Attorneys •Statewide Prosecutors •Assistant State Attorneys •Assistant Statewide Prosecutors
- United States Attorneys •Assistant United States Attorneys •United States Court of Appeal Judges •United States District Judges
- United States Magistrate Judges
- Public Defenders •Assistant Public Defenders
- Criminal Conflict and Civil Regional Counsel •Assistant Criminal Conflict and Civil Regional Counsel

Information to be deleted or excised from public record upon request:

The home addresses, telephone numbers, social security numbers, and photographs of the persons falling into this protected category; and the home addresses, telephone numbers, social security numbers, photographs, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel.

CATEGORY TWO

- Firefighters certified in compliance with §633.35

Information to be deleted or excised from public record upon request:

The home addresses, telephone numbers, and photographs of the persons falling into this protected category, and the home addresses, telephone numbers, photographs, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel.

CATEGORY THREE

- Justices of the Supreme Court • Circuit Court Judges • District Court of Appeal Judges • County Court Judges

Information to be deleted or excised from public record upon request:

The home addresses and telephone numbers of the persons falling into this protected category and the home addresses, telephone numbers, and places of employment of the spouses and children of such persons; and the names and locations of schools and day care facilities attended by the children of such persons.

CATEGORY FOUR Current or Former

- Human Resource, Labor Relations, or Employee Relations Directors, Assistant Directors, Managers, Assistant Managers of any local government agency or water management district whose duties include hiring and firing employees, labor contract negotiation, administration or other personnel-related duties.
- Juvenile Probation Officers, Juvenile Probation Supervisors, Detention Superintendents, Assistant Detention Superintendents, Senior Juvenile Detention Officers, Juvenile Detention Officer Supervisors, Juvenile Detention Officers, House Parent I and II, House Parent Supervisors, Group Treatment Leaders, Group Treatment Leader Supervisors, Rehabilitation Therapists, and Social Service Counselors of Department of Juvenile Justice.

Information to be deleted or excised from public record upon request:

The home address, telephone numbers, and photographs of the persons falling into this protected category, and the names, home addresses, telephone numbers, and places of employment of the spouses, and children of such personnel, and the names and locations of schools and day care facilities attended by the children of such personnel.

CATEGORY FIVE Current or Former

- Guardians Ad Litem defined by §39.820
- County and Municipal Code Inspectors • Code Enforcement Officers

Information to be deleted or excised from public record upon request:

The home addresses, telephone numbers, place of employment, and photographs of the persons falling into this protected category, and the home addresses, telephone numbers, photographs, and places of employment of the spouses and children of such personnel; and the names and locations of schools and day care facilities attended by the children of such personnel.

DIRECTIONS

The Public Servant Request for Exemption Form has been developed to your convenience and to assist with processing.

Complete a separate form for each record that has been identified containing information eligible for exemption from the public record.

Provide complete information to assist with the timely processing of your request.

Should you have any questions regarding this form please contact Public Access at 861-7400.

PUBLIC SERVANT REQUEST FOR EXEMPTION

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GENERAL INFORMATION:

Name of Requestor: _____
 Address: _____

Agency Referral: _____
 Title of Requestor: _____
 Category: _____
 Telephone: _____

RECORD IDENTIFICATION AND DESCRIPTION:

Document/Record Type: _____
 Instrument No. _____ Document/Record Type: _____
 Case No. _____ Personnel Record: _____

Please check the information that will apply to the identified record and complete the corresponding information for verification.

_____ Home Address _____
 _____ Telephone _____
 _____ Social Security Number _____
 _____ Photographs _____

Spouse or Children Information:

_____ Home Address _____
 _____ Telephone _____
 _____ Social Security Number _____
 _____ Photographs _____
 _____ Places of Employment _____
 _____ Names and locations of schools and day care facilities _____

DISCLAIMER: Please be advised that only the information specified in §119.07 of those records that you specifically identify in the possession of the Clerk of the Circuit Court, Sarasota County, will be deleted or excised from the public records. Upon your request, the Clerk of the Circuit Court will perform a record search at the cost of \$1.00 per name, per year, pursuant to Florida Statute 28.24(25). Be advised your request is not retrospective; copies of the Public Record may have been disseminated prior to your request. It is the responsibility of the requestor to notify the Office of the Clerk of the Circuit Court of any additional or future documents the requestor desires exempt status.

 Signature Date

FOR OFFICE USE ONLY:

Request No. _____ Received by: _____ Date: _____

Documents Prepared by: _____

Media	Distribution: Sent to Date:	Distribution: Sent to Date:	Distribution: Sent to Date:
Case Management			
Official Records			
Paper			
Microforms			
Internet			
Original to Records Manager	Completed:		