



State of Florida  
Sixth Judicial Circuit of Florida

COUNTIES OF PINELLAS AND PASCO  
545 - 1ST AVENUE NORTH, ROOM 400  
ST. PETERSBURG, FLORIDA 33701  
(727) 582-7272

ANTHONY RONDOLINO  
CHIEF JUDGE

PEGGY HUGHES  
JUDICIAL ASSISTANT

April 2, 2018  
MEMORANDUM

TO: All persons who wish to be considered for appointment as Arabic, Bosnian, Haitian-Creole, Mandarin (Chinese), Portuguese, Russian, and Vietnamese Spoken Language Interpreters in Pasco and Pinellas Counties

FROM: Anthony Rondolino, Chief Judge

SUBJECT: Solicitation for Certified or Provisionally Approved Spoken Language Interpreters

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The Court is seeking individual court-appointed Certified or Provisionally Approved Arabic, Bosnian, Haitian-Creole, Mandarin (Chinese), Portuguese, Russian, and Vietnamese Spoken Language Interpreters to provide services in Pasco and Pinellas Counties. Selection of interpreters will be based on a completed application, vendor background check form, and résumé. Not all applicants may be selected to serve. **All applications and documentation must be submitted electronically to the Office of Court Counsel at [SixthCircuitContracts@jud6.org](mailto:SixthCircuitContracts@jud6.org), no later than 5:00 p.m., Wednesday, May 2, 2018.**

Individuals interested in being considered for appointment must electronically submit:

- Completed Certified or Provisionally Approved Spoken Language Interpreter Application & Vendor Background Check Authorization Form (combined forms);
- Résumé (which should address your experience and qualifications to provide services as a Certified or Provisionally Approved Spoken Language Interpreter); and
- Any other relevant information relating to your qualifications to serve as interpreter.

The Application & Vendor Background Check Authorization Form can be found on the Court's website at [www.jud6.org/LegalCommunity/CourtContractedServices.html](http://www.jud6.org/LegalCommunity/CourtContractedServices.html). Information on qualifications, requirements for service, and compensation may also be found on the website in the **Sixth Judicial Circuit Spoken Language Interpreter Information Sheet**.

**ALL COMPLETED APPLICATIONS AND SUPPORTING DOCUMENTATION  
MUST BE RECEIVED BY THE OFFICE OF COURT COUNSEL AT  
[SixthCircuitContracts@jud6.org](mailto:SixthCircuitContracts@jud6.org) OR  
501 1<sup>ST</sup> AVENUE NORTH, SUITE 1000, ST. PETERSBURG, FL 33701  
NO LATER THAN 5:00 P.M., WEDNESDAY, MAY 2, 2018**

If you **do not** have the ability to submit your paperwork by email, please notify the Office of Court Counsel before mailing or faxing any documentation. Certified deliveries **will not** be accepted. All questions may be directed to the Office of Court Counsel at the aforementioned email address.