

**IN THE CIRCUIT COURT, SIXTH JUDICIAL CIRCUIT
IN AND FOR PASCO AND PINELLAS COUNTIES, FLORIDA**

ADMINISTRATIVE ORDER NO. 2015-060 PA/PI-CIR

**RE: REPORTING OF INDIGENT DETERMINATIONS AND FEE WAIVERS IN
CIVIL CASES**

Filing fees are important revenues of the State of Florida and its State Court System. The fees, which are set in statute, help fund the courts and their clerks and enable them to perform their required court-related functions. Filing fees also help apportion the costs of the judicial system onto those who directly use those services. Therefore, where case filing fees and costs are due, it is important to collect and track the collection of all of the fees required by Florida law.

In accordance with Article V, section 2, Florida Constitution, Rule of Judicial Administration 2.215, and § 43.26, Florida Statutes, it is

ORDERED:

1. The Pasco Clerk of the Circuit Court and Pinellas Clerk of the Circuit Court (the Clerk) shall review applications for indigent status in civil cases and make an initial determination of indigence for purposes of waiver of a filing fee or deferring prepayment of a cost under section 57.082, Florida Statutes.
2. When the Clerk makes an initial determination that the applicant is not indigent, the applicant may request court review of that determination in accordance with Administrative Order 2005-040 or subsequent administrative order.
3. The Clerk shall report yearly (July 1 – June 30) and otherwise as requested by the Chief Judge and the Trial Courts Administrator the cases, sorted by division, where a party has sought waiver of filing fees or deferral of costs under section 57.082, Florida Statutes. This report shall be substantially in the format of Attachment A and include the following:
 - a. The cases where a person applied for a determination of indigent status for purposes of waiving filing fees, deferral of costs, or both in a civil case, including simplified civil cases where both parties are required to apply;
 - b. Indication of the Clerk's initial determination of indigence, either "indigent" or "not indigent";
 - c. Where the Clerk initially determined that the applicant was "not indigent," indication of whether the applicant sought further review by the Court;
 - d. The court's finding on review of the above circumstances, either "indigent" or "not indigent"; and

- e. The value of any filing fees waived or costs deferred, which includes the total number of occurrences; sorted by division, and reported as a combined total value.

Administrative Order 2014-022 PA/PI-CIR is hereby rescinded.

DONE AND ORDERED in Chambers at St. Petersburg, Pinellas County, Florida on this _____ day of November 2015.

ORIGINAL SIGNED ON NOVEMBER 4, 2015
BY ANTHONY RONDOLINO, CHIEF JUDGE

Attachment A: Yearly Report on Waiver of Filing Fees or Costs Deferred in Civil Cases

cc: All Judges
The Honorable Bernie McCabe, State Attorney
The Honorable Bob Dillinger, Public Defender
The Honorable Paula S. O'Neil, Clerk of the Circuit Court, Pasco County
The Honorable Ken Burke, Clerk of the Circuit Court, Pinellas County
Gay Inskip, Trial Courts Administrator
Ngozi Acholonu, Assistant Regional Counsel
Lillian Simon, Director Administrative Services, Pasco County
Bar Associations, Pasco and Pinellas Counties
Law Libraries, Pasco and Pinellas Counties

Attachment A

Yearly Report on Waiver of Filing Fees or Costs Deferred in Civil Cases

(YEAR)	APPLIED FOR WAIVER OF CIVIL FILING FEES/ DEFERRED COSTS	INITIAL DETERMINATION OF INDIGENCE BY CLERK	PETITIONED FOR REVIEW	COURT'S DETERMINATION	VALUE OF WAIVED FILING FEES
Family Total					\$
Case no.					\$
(list all)					
Civil Total					\$
Case no.					\$
(list all)					
Probate Total					\$
Case no.					\$
(list all)					
Total for (YEAR)					\$