

**IN THE SECOND JUDICIAL CIRCUIT
OF FLORIDA**

OFFICE OF THE CHIEF JUDGE

**ADMINISTRATIVE ORDER 2022-04
(REPLACES ADMINISTRATIVE ORDER
NO.: 97-08, INACTIVE)**

**IN RE: UNIFORM ACCOUNTING AND DISTRIBUTION REFERENCE GUIDE OF
FINES AND COSTS IN THE SECOND JUDICIAL CIRCUIT OF FLORIDA**

WHEREAS, the assessment and provision for payment of fines and costs directly impacts the uniform and equitable treatment of offenders as well as the limited local resources to defray the costs of prosecution and public defense and the maintenance and operation of the various courts within the Second Judicial Circuit of Florida; and,

WHEREAS, section 28.42(1), Florida Statutes, provides that:

The clerks of court, through their association and in consultation with the Office of the State Courts Administrator, shall prepare and disseminate a manual of filing fees, service charges, costs, and fines imposed pursuant to state law, for each type of action and offense, and classified as mandatory or discretionary. The manual also shall classify the fee, charge, cost, or fine as court-related revenue or non-court-related revenue. The clerks, through their association, shall disseminate this manual to the chief judge, state attorney, public defender, and court administrator in each circuit and to the clerk of the court in each county. The clerks, through their association and in consultation with the Office of the State Courts Administrator, shall at a minimum update and disseminate this manual on July 1 of each year.

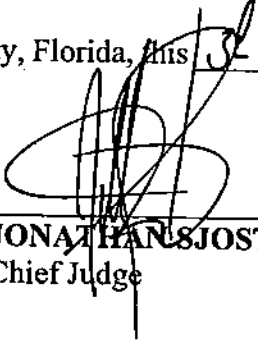
NOW THEREFORE, it is

ORDERED that:

1. The manual of filing fees, service charges, costs, and fines prepared by the clerks of court, through their association in accordance with section 28.42(1) Florida Statutes, is hereby approved and adopted for uniform application by the clerks of the courts within the Second Judicial Circuit of the State of Florida.
2. All fines and costs shall be collected directly by the clerks of the court for the proper accounting and distribution thereof and the clerk shall notify the agency supervising any person upon whom costs and fines have been imposed upon full payment thereof.

3. This Administrative Order shall become effective October 1, 2022. All administrative orders and provisions therein in conflict with this order shall be, and they are hereby, vacated and terminated.

ORDERED in chambers in Tallahassee, Leon County, Florida, this 3rd day of June 2022.



JONATHAN SJOSTROM
Chief Judge

Copies furnished to:

- All Circuit and County Judges, Second Judicial Circuit
- All Clerks of the Court, Second Judicial Circuit
- State Attorney, Second Judicial Circuit
- Public Defender, Second Judicial Circuit
- Office of Court Administration, Second Judicial Circuit

