



**KELVIN SOTO, ESQ.**

**OSCEOLA CLERK OF THE CIRCUIT COURT  
& COUNTY COMPTROLLER**

"Advancing the well-being of all, one person at a time."

**CONSTITUENT SERVICES DIVISION  
RECORDING DEPARTMENT**

**OFFICIAL RECORDS EXEMPTION REQUEST**

**Name:**

\_\_\_\_\_  
*Last, First Middle*

**Employer:**

**Job Title:**

**Home Address:**

\_\_\_\_\_  
*Street, City, State, Zip Code*

**Mailing Address:**

\_\_\_\_\_  
*Street, City, State, Zip Code or P.O. Box*

**Legal Description/  
Parcel ID:**

**Date of Birth:**

**Last Four of SSN:**

**Phone:**

**Email:**

**I am including my spouse, if eligible and applicable.<sup>1</sup>**

**Name:**

\_\_\_\_\_  
*Last, First Middle*

**Home Address:**

\_\_\_\_\_  
*Street, City, State, Zip Code*

**Date of Birth:**

**Employer:**

**Phone Number:**

**I am including my child/ren, if eligible and applicable.<sup>2</sup>**

**Name:**

\_\_\_\_\_  
*Last, First Middle*

**Home Address:**

\_\_\_\_\_  
*Street, City, State, Zip Code*

**Date of Birth:**

**School/Day Care:**

**Phone Number:**

<sup>1</sup> Not all exemptions in section 119.071, Florida Statutes, allow for the removal of a spouse's information.

<sup>2</sup> Not all exemptions in section 119.071, Florida Statutes, allow for the removal of a child's information.

I am (please choose only one per submitted form):

- |                                  |  |   |
|----------------------------------|--|---|
| <input type="checkbox"/> Current | <input type="checkbox"/> Spouse of Current | <input type="checkbox"/> Child of Current |
| <input type="checkbox"/> Former  | <input type="checkbox"/> Spouse of Former  | <input type="checkbox"/> Child of Former  |

Occupation(s) (please select all that apply):

- Sworn/Civilian Law Enforcement Personnel/Correctional Officers/Correctional Probation Officers/DCF Investigator/DOH Investigator/DOR Enforcement (*§119.071(4)(d)2.a., Fla. Stat.*)
- DFS Investigative Personnel (Non-Sworn) (*§119.071(4)(d)2.b., Fla. Stat.*)
- Office of Financial Regulation Bureau of Financial Investigation Personnel (*§119.071(4)(d)2.c., Fla. Stat.*)
- Firefighter (*§119.071(4)(d)2.d., Fla. Stat.*)
- Supreme Court Justice; District Court of Appeal Judge; Circuit or County Judge; Judicial Assistant (*§119.071(4)(d)2.e., Fla. Stat.*)
- State Attorney/Asst. State Attorney; Statewide Prosecutor/Asst. Statewide Prosecutor (*§119.071(4)(d)2.f., Fla. Stat.*)
- General/Special Magistrate; Judge of Compensation Claims; Admin Law Judge; Child Support Enforcement Hearing Officers (*§119.071(4)(d)2.g., Fla. Stat.*)
- Human Resource Director/Manager/Asst. Manager of Public Agency (*§119.071(4)(d)2.h., Fla. Stat.*)
- Code Enforcement Officer (*§119.071(4)(d)2.i., Fla. Stat.*)
- Guardian ad Litem (*§119.071(4)(d)2.j., Fla. Stat.*)
- Eligible DJJ Personnel (*§119.071(4)(d)2.k., Fla. Stat.*)
- Public Defender/Asst. Public Defender; Criminal Conflict & Civil Regional Counsel/Asst. Criminal Conflict & Civil Regional Counsel (*§119.071(4)(d)2.l., Fla. Stat.*)
- DBPR Investigator/Inspector (*§119.071(4)(d)2.m., Fla. Stat.*)
- Tax Collector (Current Only) (*§119.071(4)(d)2.n., Fla. Stat.*)
- Eligible DOH Personnel (*§119.071(4)(d)2.o., Fla. Stat.*)
- Impaired Practitioner Consultant (*§119.071(4)(d)2.p., Fla. Stat.*)
- Emergency Medical Technicians/Paramedics (*§119.071(4)(d)2.q., Fla. Stat.*)
- Inspector General/Internal Audit Personnel of a Public Agency (*§119.071(4)(d)2.r., Fla. Stat.*)
- Addiction Treatment Director, Manager, Supervisor, Nurse or Clinician (*§119.071(4)(d)2.s., Fla. Stat.*)
- Child Advocacy Center Director, Manager, Supervisor, or Clinician (*§119.071(4)(d)2.t., Fla. Stat.*)
- Domestic Violence Advocate Employees and Volunteers (*§119.071(4)(d)2.u., Fla. Stat.*)
- Department of Agriculture and Consumer Services Inspectors/Investigators (*§119.071(4)(d)2.v., Fla. Stat.*)
- County & city attorneys; assistant and deputy county & city attorneys (*§119.071(4)(d)2.w., Fla. Stat.*)
- Florida Gaming Control commissioners (*§119.071(4)(d)2.x., Fla. Stat.*)
- Clerk of the Circuit Court; Deputy Clerk of the Circuit Court (*§119.071(4)(d)2.y., Fla. Stat.*)
- Attorney General Address Confidentiality Program (*§741.465, Fla. Stat.*)

Items to be removed (please select all that apply)<sup>3</sup>:

- Name
- Date of Birth
- Home Address, Legal Description, and Parcel ID
- Phone Number
- Photograph
- Employer
- Child's School/Day Care

<sup>3</sup> Not all items are applicable for each occupation. The Clerk & Comptroller will only remove the available items for the specified occupation as indicated in section 119.071, Florida Statutes.

**Affected Documents**

It is incumbent on the requestor to fill this portion of the form in its entirety. Pursuant to section 119.0714(f), Florida Statutes, a requestor must provide the document type, name identification number, and page number of the official record that contains exempt information for that document to be redacted.

Further, documents filed on or after the provision of this request will not be protected under this request. A separate request with the identifying information required by section 119.0714(f) must be filed with the Clerk & Comptroller.

<b>Instrument Number</b> <i>(e.g., 202412345)</i>	<b>Book</b> <i>(e.g., Book 1001)</i>	<b>Page(s)</b> <i>(e.g., Page 75 – 76)</i>	<b>Document</b> <i>(Quitclaim Deed)</i>

**Release to Governmental Agencies**

An unredacted version of the documents indicated above may be provided to the Property Appraiser and Tax Collector to allow them to perform their lawful governmental duties and responsibilities. It is the responsibility of the requestor to file reciprocal requests for the removal of personal information pursuant to section 119.071, Florida Statutes, with these and any other agency subject to the Florida Public Records Act that may contain the same information indicated here.

**Release for Title Searches**

Pursuant to section 28.2221(6)(b), Florida Statutes, the Clerk may provide unredacted copies of the documents indicated above to title insurers, agents, or their attorneys conducting title searches upon the filing and recording of an affidavit indicating the need for access to these records.

**Limitation**

Recent legislative changes allow for certain occupations to remove their parcel ID and legal description. Removing these items may result in unintended consequences, such as but not limited to, incomplete title search results and the inability to easily prove residency. Additionally, the Clerk & Comptroller is prohibited from removing the name of a requestor from the index of the Official Records unless the name contains a portion of the current home address as defined in section 119.071, Florida Statutes. You may wish to consult with an attorney regarding the consequences of redacting your information before submitting this form.

**Instructions**

This completed form should be submitted to the Clerk & Comptroller by hand delivery, U.S. Mail, or by visiting our offices at 2 Courthouse Square, Kissimmee, FL 34741. Completed forms may also be emailed to [redaction.request@osceolaclerk.org](mailto:redaction.request@osceolaclerk.org).

**Attestation**

I swear (or affirm) that the information contained within this request is true and correct to the best of my knowledge. I also acknowledge the conditions indicated herein and agree understand the same.

\_\_\_\_\_  
**Signature of Requestor**

STATE OF FLORIDA }  
COUNTY OF \_\_\_\_\_ }

The foregoing document was acknowledged before me by means of  physical presence or  online notarization this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is  personally known or  provided \_\_\_\_\_ as identification.

\_\_\_\_\_  
**Signature of Notary Public**

\_\_\_\_\_  
**Printed Name of Notary**

**Internal Use Only**

Approved  Approved in Part  Denied

Processed by: \_\_\_\_\_ Completed on: \_\_\_\_\_