



Clerk of the Circuit Court and County Comptroller

Sarasota County, FL

Request to Remove Social Security Numbers and / or Court Records from the Official Records

(F.S. §119.071)

DISCLAIMER: Please be advised that 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 Sarasota Clerk and Comptroller of any additional or future documents the requestor desires exempt status.

NOTE:

- Pursuant to IRS Code 6323(F), Social Security Numbers on Federal Tax Liens are not eligible for redaction.
- Failure to provide complete and accurate information may result in an inability to process this request.
- Return completed form by mail, fax, or email.

MAIL: Sarasota County Clerk and Comptroller
 Attn: Public Access
 P.O. Box 3079, Sarasota, FL 34230-3079

FAX:
 941-861-7738

EMAIL:
 PAGroup@scgov.net

Requestor Contact Information

Name of Requestor (*print legibly*): _____

Name of Social Security Number Holder (*if different*): _____

Relationship to Social Security Number Holder: Self
 Guardian (specify): _____
 Attorney (specify) _____

Address: _____

Telephone Number: _____ Email address: _____

Redaction or Removal of SSN from Official Records

For Redaction/Removal of SSN from an image or copy of an Official Record placed on the Clerk and Comptroller's publicly available Internet website.

Instrument Number	Book and Page Number <i>For records prior to 1998</i>	Document Type	Page Number

Redaction or Removal of SSN from Court Records

Case Number	Document Number	Document Type	Page Number

Requestor 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:		