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CLERK OF COURT AND COMPTROLLER – MARION COUNTY, FLORIDA

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We encourage all parties to utilize The Florida Courts E-Filing Portal for document filing purposes because of transitioning to a file-less system. Information regarding this service can be found at www.myflcourtaccess.com.

Starting Wednesday, June 1, 2016, the Civil Division will complete the transition to a file-less system.¹ This conversion will mean that the Clerk's office will no longer accept, hold, or transfer payment to third party entities for the service of court documents. Attorneys should continue to retrieve the issued documents via either the Clerk's website or the Florida Courts E-Filing Portal.

Much like the attorney access, self-represented parties who utilize The Florida Courts E-Filing Portal to file their cases will be able to access issued documents via the Portal once issued by the Clerk's office.

Self-represented parties who do not utilize The Florida Courts E-Filing Portal will receive the original issued summons and/or writ and conformed copies via USPS to forward to their private process server or the Marion County Sheriff's Office for service. If the requesting party prefers to obtain copies of these documents rather than waiting to receive them in the mail, they will have the option to return to the Clerk's office and purchase copies at the cost of \$1.00 per page.

¹ But for a few distinct types of documents that the Clerk's Office will be required to maintain in their original, hard copy form.