



## ANGELA VICK

CLERK OF THE CIRCUIT COURT AND COMPTROLLER– CITRUS COUNTY, FLORIDA

Clerk of the County Court  
Recorder of Deeds  
Clerk and Accountant of the Board of County Commissioners  
Custodian of County Funds  
County Auditor

110 North Apopka Avenue  
Inverness, Florida 34450  
[www.citrusclerk.org](http://www.citrusclerk.org)

### Courts – Public Records Request – Florida Rules of Judicial Administration 2.420(m)

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The Citrus County Clerk of the Circuit Court and Comptroller maintains a wide range of records. Many public records are now available online through the Clerk's website. The Secured Courts Online Record Search System (SCORSS) is a public service provided for informational purposes. The Citrus County Clerk of Court and Comptroller shall not be held liable for use of any of the information provided on this site. The Florida Supreme Court Administrative Order 2018-16 In Re: Standards for Access to Electronic Court Documents allows for the viewing of public court records online. This order includes a security matrix which provides restrictions for viewing personal identifiers and confidential or sensitive information which protects an individual's right to privacy.

You may access SCORSS as the general public or register for the appropriate role as outlined below. For additional information and to search records, visit the SCORSS website.

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Citrus County Secured Courts Online Record Search System (SCORSS):

<https://scorss.citrusclerk.org/>

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If you are unable to locate the desired record online, pursuant to the Florida Rules of Judicial Administration, a request for access to judicial branch records must be in writing and be directed to the records custodian. The request shall provide sufficient specificity to enable the custodian to identify the requested records. The custodian shall determine whether the record or portions of the record are exempt from disclosure and the format in which the record is provided. If the record is denied, the custodian shall state in writing the basis for the denial. For your convenience, you may utilize the attached **Court Document Request/View Form** for records that are unavailable online. You may also complete your request to view on the SCORSS system. <https://scorss.citrusclerk.org/faq>

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*Pursuant to s. 119.07(4)(d), if the records you are requesting require extensive technology, clerical or supervisory assistance, additional service charges may apply and you will be provided with a written detailed estimate of all applicable service charges along with an estimated completion date. Pre-payment of estimated service charges are required before work begins; however, should the deposited amount exceed our written estimate, the difference will be refunded to you within 10 business days. Should the scope of the record request change resulting in additional fees, you will be notified in writing before work continues beyond the moneys held on deposit.*

Questions about your request? Please contact us through our Public Records Request system:

<https://www.citrusclerk.org/203/Public-Records-Requests>