



Welcome to the inaugural edition of The Butterfield Brief. I want this to be a useful publication and welcome your input. Please call or email your comments, suggestions and questions.

With civil eFiling right around the corner on April 1 (coincidentally April Fools' Day?), we look forward to this new initiative and the efficiencies it will bring.

I would like to share a summary of my goals for the Clerk's Office:

- ◆ Full implementation of paperless system to enhance public access and internal efficiency
- ◆ Enhance transparency and accountability in County Government
- ◆ Deliver consistently exceptional customer service
- ◆ Continue tradition of Excellence in preparation of financial reports
- ◆ Provide public education, community outreach and awareness

I look forward to talking with you in the days and months ahead. I am committed to the Clerk's Office continuing to provide you with excellent customer service. Thanks for your support.

Stacy

THE BUTTERFIELD BRIEF

March
2013

Much Ado About Something: eFiling

If you are an attorney filing in the Civil, Probate, Small Claims and Family Law division of Florida trial courts, prepare to spend less money on paper when mandatory eFiling takes effect April 1, 2013.

Visit our website, <http://www.polkcountyclerk.net> and click on the eFiling Information link for general

information, helpful links, and frequently asked questions.

The Florida Courts E-Filing Authority has published guidelines to prepare pleadings for submission to the ePortal. Check out this helpful resource, "ePortal Document Submission Standards", http://www.flclerks.com/e-Filing_Authority/Resources/Manuals/

Red-Light Camera Tickets

Our two branch offices, Lakeland and Northeast, process traffic citations for red-light camera violations in Lakeland and Haines City. Nobody receiving one of these tickets is a happy camper; kudos to our staff who provide exceptional customer service in these sometimes stressful encounters.

During 2012, the Lakeland Branch processed 2,816 citations, with the Northeast Office topping the charts at 6,718 tickets.

We recently learned the City of Lakeland will install ten more red-light cameras. We will monitor legislation, as it continues to be a hot topic in Tallahassee.

Clerk News

•The Clerk's Office is partnering with Lakeland Junior Achievement to make a difference in the life of a student. Volunteers from the Clerk's Office will facilitate classroom discussion, teaching students valuable lessons on workforce readiness in preparation of their visit to the Clerk's Office on May 22nd. On that date, students will observe court proceedings, learn more about the jury process and experience the realities and opportunities of work. The goal is to help young people connect with relevant learning and recognize the importance of staying in school.

•The Lakeland Ledger recently ran a story noting the Polk County Clerk's Office is in full compliance with the Sunshine Law regarding provision of court records to members of the public. Read the piece at <http://www.theledger.com/article/20130309/NEWS/130309151?p=all&tc=pgall>

eFiling Workshops Just For YOU

Polk County Clerk of Courts Stacy Butterfield will host four workshops on eFiling during the month of March 2013.

The content is customized to meet the needs of Florida attorneys, registered paralegals and assistants who will be filing pleadings through the ePortal. Attendees will see a demonstration that includes helpful tips, local policies and procedures regarding eFiling as well as a Q & A session.

Seating is limited to the first 150 participants per session. A link to the registration page is available on our website, <http://www.polkcountyclerk.net/subpage.aspx?id=2092>.

All sessions will take place in the Jury Assembly Room on the second floor of the Polk County Courthouse in Bartow.

Workshop dates and times:

Tuesday 3.19.13	5 - 6 pm
Wednesday 3.27.13	Noon - 1 pm
Friday 3.29.13	9 - 10 am & 11 - Noon

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