

ADMINISTRATIVE ORDER

In order to implement Rule 3.130(b) RCrP to insure that necessary papers are present in the court file at First Appearances, and to properly affix responsibility therefore, it is, upon consideration,

ORDERED and ADJUDGED:

1. The Sheriff of Seminole County, Florida, shall be responsible for the delivery of all original court documents to the Clerk of the Court of any prisoner confined in the Seminole County Jail prior to the prisoner's First Appearance, said documents to include in all cases the following:
 - A. The arrest record
 - B. Any document referred to in the arrest record
 - C. Any continuation sheet containing a continuance of the narrative in the arrest record.
 - D. The booking officer's certificate
 - E. All Uniform Traffic Citations issued to the prisoner by the arresting officer.
2. All law enforcement agencies of Seminole County are hereby ordered to deliver to the booking officer of the Seminole County Jail all of the above-listed documents at the same time as the delivery of the prisoner to the Seminole County Jail.
3. The Sheriff is hereby ordered to deliver all of the above-listed documents to the Office of the Clerk of the Court by 10:00 A.M. on weekdays and to retain said documents coming into his possession after the morning delivery for hand delivery to the Clerk immediately prior to First Appearances and to retain all said documents for hand delivery to the Clerk prior to First Appearances on Saturday, Sunday, and holidays.
4. The Sheriff is ordered not to accept any prisoner into the Seminole County Jail unless the above-listed documents are simultaneously delivered with said prisoner.

DONE and ORDERED in Chambers at Sanford, Seminole County, Florida, this 29th day of December, 1980.

Recorded:

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