

IN THE CIRCUIT COURT OF THE
EIGHTEENTH JUDICIAL CIRCUIT
IN AND FOR SEMINOLE
COUNTY, FLORIDA

ADMINISTRATIVE ORDER NO.:
22-08-S
SUPERSEDES 18-12-S

IN RE: Criminal - Standardized Seminole County Arrest Affidavit

WHEREAS, in November 1998, Florida voters approved an amendment to Article V of the Florida Constitution, which relates to funding for the Judicial Branch of government. The amendment, referred to as Revision 7, changes how our courts will be funded. Revision 7 transfers financial responsibility from 67 counties to the State. The State of Florida largely now requires uniformity of statistical information for court related expenses and other matters.

WHEREAS, Florida Rules of Court (Rule 2.050) states that the chief judge "shall exercise administrative supervision over all courts within the judicial circuit in the exercise of judicial power and over the judges and officers of the court" and "shall develop an administrative plan for the efficient and proper administration of all courts within that circuit", which includes a "mandatory periodic review of the status of the inmates of the county jail;" and

WHEREAS, standardization of Seminole County's Arrest Affidavit has increased efficiency, effectiveness, statistical information and sharing of information among various state, county, and municipal agencies; and

WHEREAS, standardization of Seminole County's Arrest Affidavit has decreased inefficiency, court-related costs, labor hours, redundancy, data entry and clerical mistakes; and

WHEREAS, presently over ninety-five percent (95%) of all arrests booked into the Seminole County John E. Polk Facility utilize the same standardized arrest affidavit form; and

WHEREAS, Seminole County Police Chief Association made recommendations to the standard Arrest Affidavit format in order to improve local law enforcement operations when the Standard Arrest Affidavit was originally adopted by Administrative Order 13-40-S.

WHEREAS, the Standard Arrest Affidavit was modified previously to correct minor typographical errors in previous Administrative Order 18-12-S.

WHEREAS, the Florida Supreme Court by Order dated November 18, 2021 amended Fla. R.

Gen. Prac. & Jud. Admin. 2.140(f)(1) to address Marsy's Law information in Court Filings; and

WHEREAS, pursuant to Fla. R. Gen. Prac. & Jud. Admin. 2.423(d) 1 The filer of an initial charging document shall prominently indicate the existence of confidential crime victim information pursuant to article I, section 16 of the Florida Constitution. If the filer indicates the existence of confidential crime victim information, the clerk of the court shall designate and maintain the confidentiality of any such information contained within the initial charging document; and

WHEREAS, the initial charging document filed in a criminal case is typically filed by law enforcement by way of an arrest affidavit; and

WHEREAS, pursuant to Fla. Gen. Prac. & Jud. Admin. 2.423(d)1 notification of the presence of confidential victim information within an arrest report where it is the initial charging document, should be prominently displayed on the face of the arrest affidavit; and

WHEREAS, standardization of Seminole County's Arrest Affidavit to include a uniform and standardized means to alert the Clerk of the Court to the presence of Confidential Victim Information being located within the Arrest Affidavit will increase efficiency, effectiveness and assist in proper review by the Clerk of the Court to said information; and

WHEREAS, such notice shall be made by use of a check box on the face of the arrest affidavit,

THEREFORE, AFTER DUE CONSIDERATION, IT IS ORDERED AND ADJUDGED that the Standard Affidavit of Arrest attached hereto as Exhibit "A" is hereby adopted for use by all law enforcement agencies within Seminole County effective immediately.

This Order applies to an arrest affidavit filed with the judicial branch of government in criminal and juvenile justice cases.

DONE AND ORDERED this 25th day of January, 2022.

JESSICA RECKSIEDLER
JESSICA RECKSIEDLER
CHIEF JUDGE

Distribution:

All Circuit and County Judges (Seminole County)
Court Administration (Brevard and Seminole Counties)
Sheriff (Seminole County)
Clerk of Court (Seminole County)
State Attorney (Seminole County)
Public Defender (Seminole County)
Bar Association (Seminole County)
Law Library (Seminole County)
All Law Enforcement Agencies (Seminole County)

EXHIBIT "A"

ARREST REPORT

Region:

For the Public: **No**

Marsy's Law CVI

C.S.A: GRID

Juvenile: **No**

Weapon Seized: **No**

Weapon Type:

Arrest Location:

Offense Location:

Arrest Date/Time:

Booked Date/Time:

Jail Date/Time:

Fingerprinted:

Jail#:

Local#:

FDLE#:

DOC#:

DEFENDANT

Name:

Race:

Sex:

DOB:

Or Age:

Height: Weight: Eyes: Hair:

Alcohol Related:

Drug Related:

Court Translator: **N**

Language:

Local Address:

Phone:

Residence:

Next of Kin:

Relationship:

NOK Phone:

Religion:

Business Name:

Business Address:

Job:

Business Phone:

DL#:

DL State:

SSN:

Marital:

Place of Birth:

GPS monitored: **N** Citizenship:

If not a U.S. citizen, contact embassy consulate

Alias Name(s):

Person Identifier(s):

Co-Defendant(s):

Name

Race

Sex

DOB

or Age

TESTER, TEST

W

M

1/1/1950

BOYKINS, JACARVOUS D`ANDRAE

B

M

12/8/1991

CHARGE(S)

Counts	Charge Description	Statute#	Ordinance	Attempt/Commit	Reason#	Type
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P C	The undersigned certifies and swears that he/she has just and reasonable grounds to believe, and does believe that the above named defendant committed the following violation of law:					
	On the 1 of at (Specifically include facts constituting cause for arrest.) BOND:					
	P.C. Exists for Charge(s):	Judges's Signature:		Date:		

Statements made by defendant prior to, during, and after arrest as related to each charge:

ADMINISTRATIVE SECTION

Miranda Warning <input type="checkbox"/>	HOLD FOR OTHER AGENCY Name:	Verified By:		Date	Bond: Charge #	Bond: Charge #
<input type="checkbox"/> ADULTS ONLY!! Hold for First Appearance DO NOT BOND	Reason:	Sworn to and subscribed before me, the undersigned	B O N D I N F O	Bond Type:	3.Surety 5. Cert. 4. Bail/ 6.Other Bond	Type: Type:
I swear/affirm the above and reversed and attached statements are true and correct. Officer's/Complainant's Signature		authority, this _____ day of _____,		Returnable Court Date:	Returnable Court Date:	
Name(Printed) and Employee#		in the year _____.		Release Date:	Release Time:	
		Name/Title of Person Authorized to Adminster Oath.		Releasing Officer:		