

**IN THE COUNTY COURT IN AND FOR CITRUS COUNTY  
FIFTH JUDICIAL CIRCUIT OF FLORIDA**

CASE NO: \_\_\_\_\_

\_\_\_\_\_  
Plaintiff(s),

-vs-

\_\_\_\_\_  
Defendant(s)

REQUEST TO BE EXCUSED FROM E-MAIL SERVICE FOR A  
PARTY NOT REPRESENTED BY AN ATTORNEY

I \_\_\_\_\_ request to be excused pursuant to Fla. R. Gen. Prac. & Jud. Admin. 2.516(b) (1) (D) from the requirements of e-mail service because I am not represented by an attorney and:

- I do not have an e-mail account.
  
- I do not have regular access to the internet.

By choosing not to receive documents by e-mail service, I understand that I will receive all copies of notices, orders, judgments, motions, pleadings, or other written communications by delivery or mail at the following address:

\_\_\_\_\_

I understand that I must keep the Clerk's office and the opposing party or parties notified of my current mailing address.

Pursuant to Section 92.525, Florida Statutes, under penalties of perjury, I declare that I have read the foregoing request and that the facts stated in it are true.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Petitioner

Printed Name: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

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CLERK'S DETERMINATION

Based on the information provided in this request, I have determined that the applicant is  
 excused or  not excused from the e-mail service requirements of Fla. R. Gen. Prac. & Jud.  
Admin. 2.516(b) (1) (C).

Dated: \_\_\_\_\_

Signature of the Clerk / Deputy Clerk / Other Authorized Person:

\_\_\_\_\_

CERTIFICATE OF SERVICE

**I CERTIFY** that a copy hereof has been provided to the Citrus County Clerk of Court, and [**check  
all used**] ( ) e-mailed ( ) mailed ( ) hand delivered, a copy to *{name}*  
\_\_\_\_\_, who is a party to the related case on *{date}*  
\_\_\_\_\_.

A PERSON WHO IS NOT EXCUSED MAY SEEK REVIEW BY A JUDGE BY  
REQUESTING A HEARING TIME.

Sign here if you want the Judge to review the Clerk's determination that you are not excused  
from the e-mail service requirements. You do not waive or give up any right to judicial  
review of the Clerk's determination by not signing this part of the form:

Dated: \_\_\_\_\_

Signature of Petitioner: \_\_\_\_\_

Printed Name: \_\_\_\_\_