

**REQUEST FOR REDACTION OF EXEMPT PERSONAL INFORMATION  
FROM NON-JUDICIAL PUBLIC RECORDS  
(Revised 7/1/2025)**

I request to have exempt personal information removed from records maintained by the Polk County Clerk's Office.  
(Select all that apply.)

- Current/former government agency employee in the category checked below
- Spouse of a current/former government agency employee in the category checked below
- Child of a current/former government agency employee in the category checked below
- Protected individual requesting redaction in the category checked below.

**Check the appropriate item:**

- Victim of violent crime [FS 119.071(2)(h)1]
- Victim of an incident of mass violence [FS 119.071(2)(o)]
- Child advocacy center director, manager, supervisor, clinical employee of [FS 119.071(4)(d)2.t.] (eff. 7/1/18)
- Law enforcement officers or civilian staff, correctional and correctional probation officers [FS 119.071(4)(d)2.a.]
- Dept of Children and Family investigator [FS 119.071(4)(d)2.a.]
- Dept of Health investigator of child abuse or neglect [FS 119.071(4)(d)2.a.]
- Dept of Revenue or local government child support collection/enforcement personnel [FS 119.071(4)(d)2.a.]
- Nonsworn investigative personnel of the Florida Department of Financial Services [FS 119.071(4)(d)2.b.]
- Nonsworn investigative personnel of the Office of Financial Regulation's Bureau of Financial Investigations [F.S. 119.071(4)(d)2.c.]
- Firefighter [FS 119.071(4)(d)2.d.]
- Justice or judge [FS 119.071(4)(d)2.e.]
- Judicial Assistant[FS 119.071(4)(d)(2.e.)(eff.7/1/23)]
- State attorney and ASAs [FS 119.071(4)(d)2.f.]
- Statewide prosecutor and asst statewide prosecutors [FS 119.071(4)(d)2.f.]
- General or Special Magistrate [FS 119.071(4)(d)2.g.]
- Judge of Compensation Claims, Administrative Law Judge [FS 119.071(4)(d)2.g.]
- Child Support Hearing Officer [FS 119.071(4)(d)2.g.]
- Local Govt. or Water Mgt. District Human resources manager/assistant manager [FS 119.071(4)(d)2.h.]
- Local Govt. or Water Mgt. District Labor or employee relations manager/assistant manager [FS 119.071(4)(d)2.h.]
- Code enforcement officer [FS 119.071(4)(d)2.i.]
- Guardian ad litem [FS 119.071(4)(d)2.j.]
- Juvenile probation/detention officer, house parent, therapy provider, counselor and their supervisors [FS 119.071(4)(d)2.k.]
- Public Defender and APDs [FS 119.071(4)(d)2.l.]
- Criminal conflict counsel and civil regional counsel [FS 119.071(4)(d)2.l.]
- Dept of Business Regulation investigators and inspectors [FS 119.071(4)(d)2.m.]
- Tax collectors (current only) [FS 119.071(4)(d)2.n.]
- Dept of Health personnel involved in eligibility, investigation, prosecution, and inspection [FS 119.071(4)(d)2.o.]
- Impaired practitioner consultants retained by an agency [F.S. 119.071(4)(d)2.p.]
- Emergency medical technician or paramedic [FS 119.071(4)(d)2.q.]
- Employees in an agency's office of inspector general or internal audit department whose duties include auditing or investigating potential criminal or disciplinary activities [FS 119.071(4)(d)2.r.]
- Addiction treatment facility director, manager, supervisor, nurse, or clinical employee [FS 119.071(4)(d)2.s.] (eff. 7/1/18)
- U.S. Attorney and AUSAs [FS 119.071(5)(i)1.]
- U.S. Judge or U.S. Magistrate [FS 119.071(5)(i)1.]
- Military personnel employed by the United States Dept of Defense or who are service members of special operations force. [FS 119.071(5)(k)]
- Victim of Domestic Violence participating in the Address Confidentiality Program [FS 741.465]

- Private Investigative, Private Security, and Repossession Services- Class "C", "CC", "E", "EE" Security Licensee [FS 493.6122]
- Inspectors or investigators of Department of Agriculture and Consumer Services. [FS 119.071(4)(d)2.v.]
- County/City attorneys, assistant county/city attorneys, deputy county/city attorneys. [FS 119.071(4)(d)2.w]
- Commissioners of the Florida Gaming Control Commission [FS 119.071(4)(d)2.x]
- Clerks of Circuit Court, deputy clerks, and clerk personnel. (current only) [FS 119.071(4)(d)2.y.]
- Domestic violence center current or former staff and advocates. [FS 119.071(4)(d)2.u.]
- Public Guardians and employees with fiduciary responsibilities [FS 744.21031] (eff. 7/1/18)
- Congressional Member or Public Officer who holds one of the following offices: Governor, Lieutenant Governor, Chief Financial Officer, Attorney General, Agriculture Commissioner, State Senator, Property Appraiser, Supervisor of Elections, School Superintendent, School Board Member, City Commissioner, or County Commissioner. [FS 119.071(4)(d)2.z]

#### REQUESTOR CONTACT INFORMATION

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

Telephone Number: \_\_\_\_\_ Email address: \_\_\_\_\_

#### INFORMATION TO BE REDACTED

Home address(es) (including city, state, and zip code) \_\_\_\_\_

Legal description: \_\_\_\_\_

Other "home address" as defined in section 119.071 Florida Statute: \_\_\_\_\_

Telephone Number(s) \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Social Security Number(s) found at (DO NOT LIST THE SOCIAL SECURITY NUMBER): \_\_\_\_\_

Place(s) of Employment/Location: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Photo of Requestor (as identified in comparable photo attached to this request)

Name and Location of School/Daycare Facility of child: \_\_\_\_\_

Personal assets (crime victim): \_\_\_\_\_

#### AGREEMENT

I understand that this form itself is a public record. If a copy of it is requested, all exempt information contained herein will be redacted.

I agree to indemnify and hold harmless the Polk County Clerk's Office and its staff for any direct or indirect claims or damages that may arise in connection with this request for confidentiality.

Further, I agree to personally identify those documents of record pertaining to me, my spouse, or my child(ren).

**DOCUMENTS TO BE REDACTED**

*The following section is to be completed during or after a visit to the Polk County Clerk's Office at 255 North Broadway Avenue, Bartow, Florida 33830.*

As a result of my review of the Official Records of the Polk County Clerk's Office, I hereby agree that the Polk County Clerk's Office staff has my permission to modify a copy of the following documents in accordance with FS 119.071. I understand that only the modified copy will be made available to the public, unless otherwise ordered by a court of competent jurisdiction or a Release of Exempt Information is filed with the Clerk of Courts directing release to the party authorized to receive the information.

Instrument Number	Book	Page	Document Title

Documents Other Than Official Records: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Eligible Government Employee (if not requestor): \_\_\_\_\_

Job Title of Eligible Government Employee \_\_\_\_\_ Employing agency \_\_\_\_\_

State of Florida  
County of \_\_\_\_\_

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_  
by \_\_\_\_\_

\_\_\_\_ Personally known or \_\_\_\_\_ produced identification

Type of identification produced \_\_\_\_\_

Print, Type, or Stamp Commissioned Name of Notary Public

Signature of Notary \_\_\_\_\_

**Send the signed original to:**

Stacy M. Butterfield, CPA  
Polk County Clerk of Courts  
PO Box 9000, Drawer CC-8  
Bartow, FL 33831-9000

Note: Fax copies cannot be accepted.