

IN THE CIRCUIT COURT OF THE FOURTEENTH JUDICIAL CIRCUIT
OF THE STATE OF FLORIDA, IN AND FOR BAY COUNTY

ADMINISTRATIVE ORDER NO. 98-04

WHEREAS, section 417.5077, Florida Statutes (1997) provides that the chief judge of a judicial circuit is authorized to request that a federal criminal record check of a guardian ad litem applicant be completed by the Federal Bureau of Investigation via the appropriate state/local law enforcement agency;

WHEREAS, the chief judge of the Fourteenth Judicial Circuit will have occasion to make such request in order to verify and confirm that guardian ad litem applicants have no criminal records/background which would disqualify them from holding such a position;

WHEREAS, this procedure was designed to ensure the safety and well-being of the children of the State of Florida who are appointed guardians ad litem by this Court, it is therefore

ORDERED that the designated and appropriate law enforcement agency, upon periodic request, complete a federal criminal record check of the guardian ad litem(s) listed in the attached document as expeditiously as possible.

This Order shall be recorded in the official Records of Bay County in the State of Florida.

DONE AND ORDERED in Chambers, Panama City, Bay County, State of Florida, this 17 July, 1998, effective immediately.



A CERTIFIED TRUE COPY
HAROLD BAZEEL, CLERK
OF THE CIRCUIT COURT
BY James B. Affranchi
Deputy Clerk

JUDY M. PITTMAN
CHIEF JUDGE

To: Bay County Sheriff's Office

Re: NCIC/Federal criminal record check

Dear Sheriff,

Pursuant to the authority provided to the chief judge of a judicial circuit by section 417.5077, F. S. (1997), I am requesting that your office complete a federal criminal record check on the following guardian ad litem applicants:

1. _____	____/____/____	____-____-____
Name	Date of Birth	Social Security Number
2. _____	____/____/____	____-____-____
Name	Date of Birth	Social Security Number
3. _____	____/____/____	____-____-____
Name	Date of Birth	Social Security Number
4. _____	____/____/____	____-____-____
Name	Date of Birth	Social Security Number

The above-listed applicants will contact your office to complete the finger-printing procedure necessary for the check. After you receive the results of the background checks, I would appreciate it if you would contact June Lashbrook, the Director of the Guardian Ad Litem Program, at 747-5180.

If you have any questions, please contact the Guardian Ad Litem Program. I appreciate your cooperation in this matter.

Sincerely,

Judy M. Pittman
Chief Judge

attachment