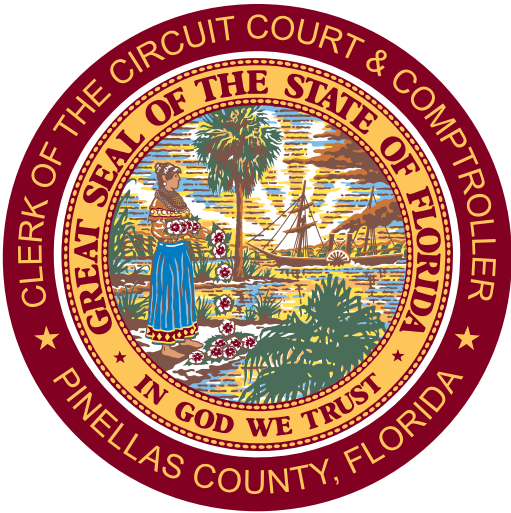


# THE CLERK OF THE CIRCUIT COURT AND COMPTROLLER

[WWW.MYPINELLASCLERK.ORG](http://WWW.MYPINELLASCLERK.ORG)



A Constitutional Officer and Public Trustee, established by the Florida Constitution of 1838 Provisions of the Florida Constitution, which has governed the people for more than 170 years, established the Constitutional office of the Clerk of the Circuit Court and Comptroller as an elected public trustee.

**KEN BURKE, CPA**  
**CLERK OF THE CIRCUIT COURT**  
**AND COMPTROLLER**  
**PINELLAS COUNTY, FLORIDA**

# THE CLERK OF THE CIRCUIT COURT AND COMPTROLLER

A primary function of the Clerk's office is to provide service and assistance to citizens. The Clerk's duties have an enormous impact on peoples' rights and property. Due to the magnitude of this impact, accountability of the Clerk's actions is essential. Accountability is derived from statute, State Auditor General oversight, annual audits by an independent audit firm and, most importantly, public evaluation and scrutiny through the election process.

The diversified duties of the Clerk of the Court and Comptroller include:

## **Courts**

- Assists citizens in accessing the court system
- Serves as custodian of the court records
- Collects and disburses court fines, fees and service charges

## **County Government**

- As custodian of county funds, i.e., Chief Financial Officer, ensures taxpayers' money is managed according to the law
- Serves as accountant and auditor to the Board of County Commissioners (BCC)
- Serves as record custodian to the BCC
- Provides access to public records
- Records deeds, mortgages and other official documents
- Provides internal audits of county government operations and expenditures
- Serves as a U.S. Passport Acceptance facility for the U.S. Department of State

## **State Government**

- Collects and disburses documentary stamps and intangible taxes for the Department of Revenue (DOR)
- Collects and disburses fees and assessments for the benefit of the State Trust Funds
- Provides financial and statistical data to the State Legislature, Supreme Court, Auditor General, Florida Department of Law Enforcement (FDLE), Department of Children and Families (DCF) and other state agencies

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