

**CLERK OF THE CIRCUIT COURT  
SEMINOLE COUNTY  
Post Office Box 8099  
Sanford, FL 32772-8099  
(407) 665-4409**

**OFFICIAL RECORDS ORDER FORM**

To request a copy of documents from our Official Records Book, please complete and mail this form to the Recording Department at the address above, along with a check or money order made payable to the Clerk of the Circuit Court.

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

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State, Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

File #	Book	Page(s)	Total # of Pages	Party Name(s)	Document Type	Copies (\$1 per page)	
						# of copies	Total (\$)
						<b>TOTAL DUE:</b>	

If a CERTIFIED COPY is required, add an additional \$2.00 per document for certification.