

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

IN RE:

ADMINISTRATIVE ORDER No: C99-1

TRANSPORTATION OF  
INCARCERATED INDIVIDUALS  
\_\_\_\_\_ /

THIS COURT having considered the need to formalize the processing of transport orders in the Circuit and County Courts of Citrus County, and having considered the orderly administration of justice and the efficient use of the resources of the Court, attorneys, the Clerk, the Sheriff and the jail, it is thereupon

ORDERED AND ADJUDGED AS FOLLOWS:

1. Upon the effective date of this Order, the procedure set forth herein shall be used in all cases, whether civil or criminal, to transport prisoners to the Citrus County Courthouse.
2. Attached hereto is the combined motion and order which shall be used by all parties, including private attorneys, the State Attorney, and the Public Defender, to request transportation of any prisoner.
3. The motion and order shall be delivered to the appropriate court for review and signature no later than:
  - (a) For all inmates in the Citrus County Detention Facility, two business days or forty-eight hours, whichever is longer, prior to any proceeding requiring the presence of the inmate.


(b) For all inmates located in the other counties of the Fifth Judicial Circuit (i.e., Hernando, Lake, Marion, or Sumter), three business days or seventy-two hours, whichever is longer, prior to any proceeding requiring the presence of the inmate.

(c) For all inmates located within the State of Florida, but outside the boundaries of the Fifth Circuit, seven business days prior to any proceeding requiring the presence of the inmate.

4. Requests for transportation of inmates located outside the State of Florida shall be made at least 14 days before any proceeding requiring the presence of the inmate, except as allowed by the trial court on a case by case basis.

DONE AND ORDERED in chambers at Inverness, Citrus County, Florida this

6 Day of Jan, 1999.

  
\_\_\_\_\_  
PATRICIA THOMAS  
ADMINISTRATIVE JUDGE  
CITRUS COUNTY, FLORIDA

cc:  
Citrus County Bar Association  
State Attorney's Office  
Public Defender's Office  
Citrus County Sheriff's Office  
CCA - Citrus County Jail

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

STATE OF FLORIDA

CASE NO.

VS

DEFENDANT

PETITION FOR ORDER TO TRANSFER INMATE

THE STATE OF FLORIDA, by and through the undersigned moves the Court for an Order returning the inmate, \_\_\_\_\_, for the purpose of before the \_\_\_\_\_ and states that the said inmate is now in the custody of \_\_\_\_\_

RESPECTFULLY SUBMITTED at Inverness, Citrus County, Florida, this the \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_\_

ASSISTANT STATE ATTORNEY  
Florida Bar No. \_\_\_\_\_  
State Attorney's Office

ORDER FOR TRANSFER OF INMATE

THIS MATTER coming on to be heard upon the foregoing Petition of the State of Florida in the above styled case, and it appearing that the inmate, \_\_\_\_\_, is in the custody of \_\_\_\_\_, and the Court being duly advised in the premises, it is

**ORDERED**

1. The Sheriff of Citrus County or his assigned agent or Corrections Corporation of America is directed to proceed to the aforesaid place of confinement, there to receive the aforesaid \_\_\_\_\_ from the authorities at said place of confinement, who are directed to release said inmate to the Sheriff of Citrus County or his assigned agent or Corrections Corporation of America for safe delivery to the Citrus County Jail, Lecanto, Florida.
2. The Sheriff of Citrus County or his assigned agent or Corrections Corporation of America is ordered to deliver said prisoner to the Citrus County Jail no later than \_\_\_\_\_, and INFORM THE OFFICE OF THE STATE ATTORNEY UPON HIS/HER DELIVERY AND IF THERE ARE OPEN CITRUS COUNTY WARRANTS THEY ARE TO BE SERVED AT THIS TIME.
3. The Corrections Corporation of America is directed to **HOLD SAID PRISONER AT THE CITRUS COUNTY JAIL UNTIL FURTHER ORDER OF THIS COURT OR UNTIL THE PRISONER IS SENTENCED, WHICHEVER COMES FIRST.**

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MOTION/ORDER TO TRANSFER INMATE  
STATE OF FLORIDA  
VS

4. The Sheriff of Citrus County or his assigned agent and/or Corrections Corporation of America is directed to charge the necessary and proper expenses herein to the appropriate budget account of Citrus County.

DONE AND ORDERED at Inverness, Citrus County, Florida, this the \_\_\_\_\_ day  
of \_\_\_\_\_, 19 \_\_\_\_\_.

\_\_\_\_\_  
CIRCUIT JUDGE

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the above and foregoing has been furnished to: Corrections Corporation of America, Records Department, Citrus County Detention Facility, 1295 S. Lecanto Hwy., Lecanto, FL 34461; Citrus County Sheriffs Office, 1 South Park Ave., Inverness, FL 34450 and the Office of the State Attorney, 110 North Apopka Ave., Inverness, FL 34450 by hand delivery/U.S. Mail, this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_\_.

BETTY STRIFLER

By \_\_\_\_\_  
DEPUTY CLERK