



CLERK ALERTS

FROM THE OFFICE OF KEN BURKE, CPA
CLERK OF THE CIRCUIT COURT AND COMPTROLLER, PINELLAS COUNTY, FL

www.mypinellasclerk.org | (727) 464-3341 | September 10, 2015

PROBATE EMAIL ALERTS TO GUARDIAN AND ATTORNEY ON CASE

In an effort to streamline our process and reduce the amount of Orders Disapproving Annual Guardianship Reports, Probate Court Records will begin offering an Audit Email Alert subscription to Guardians and Guardianship Attorneys on a case.

Subscribers will receive an email alert when **ONE** of the following items will result in an Order Disapproving an Annual Guardianship Report that would have otherwise been approved:

1. Missing fees: audit fee, professional guardian fee or initial investigation fee
2. Missing certificate of service
3. Disaster plan needs to be updated

If multiple items are missing, or if there are other discrepancies needing to be reported, the auditor will proceed with the recommendation to disapprove.

To begin receiving our audit alerts, Guardians and Guardianship Attorneys should send an email with their name to ProbateCert@pinellascounty.org. To ensure our emails do not get delivered to your spam folder, please add ProbateAuditAlert@pinellascounty.org (a no-reply email address) to your address book. With help from our Guardianship community, we can build an email database and work together to streamline the audit process for the benefit of all.

If you have any questions, please contact the Probate Court Records department at (727) 464-3321.

All information distributed with each Clerk Alert will be posted on our [website](#), our [Attorneys' Page](#), [Facebook](#) and [Twitter](#) pages. Please feel free to share with others that may benefit from our alerts.

If you have any additional questions about this topic or others, please email us at clerkinfo@pinellascounty.org.

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity.