

IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT  
IN AND FOR PALM BEACH COUNTY, FLORIDA

ADMINISTRATIVE ORDER NO. 4.305-9/08\*

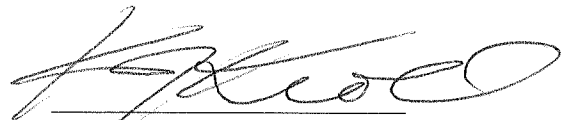
IN RE: SUBPOENAS ISSUED TO LAW  
ENFORCEMENT OFFICERS

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All subpoenas to law enforcement officers shall be served in accordance with the Florida Rules of Criminal Procedure and the Florida Statutes, except that subpoenas or notices to appear may be served upon the department or agency employing the witness, under the following conditions:

1. A statement shall be filed with the clerk of the circuit court (criminal division) by the individual officer appointing his or her department or agency as agent for the officer for the purpose of receiving subpoenas, and service upon the department or agency shall constitute personal service upon the officer.
2. A statement shall be filed with the clerk of the circuit court stating the department or agency agrees to pay the court reporter's per diem rate whenever the officer, without justifiable excuse and proper notification, fails to respond to a subpoena properly left with the agency.
3. This procedure is applicable only when the subpoena is left with the agency at least seventy-two (72) hours in advance of the required testimony.

29 **DONE** and **SIGNED** in Chambers at West Palm Beach, Palm beach County, Florida, this day of September, 2008.



Kathleen J. Kroll  
Chief Judge

\*supersedes admin. order 4.012-9/92