



KAREN E. RUSHING
Clerk of the Circuit Court
and County Comptroller
SARASOTA COUNTY

Clerk COMMUNICATION

Karen E. Rushing | Clerk of the Circuit Court and County Comptroller
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Date: July 6, 2009

From: Karen E. Rushing, Clerk of the Circuit Court and County Comptroller

Contact: Chris Cassol, Customer Service, ccassol@scgov.net

RE: NEW FEATURE: Access to Summons via ClerkNet

ClerkNet now offers access to summons issued in civil cases via subscription to the new “case watch” feature. Here’s how it works:

- The user logs in to ClerkNet, opens the case of interest and clicks a “subscribe” button one time to receive notification of filings. This will register your interest in the case, and you will receive an email each time a document is filed in that case, with a hyperlink to take you to the document.
- Following your subscription, when summons documents are available, you will receive an email notification and hyperlink that will take you to the summons. View and print your summons documents directly from ClerkNet.
- **Effective 15 July 2009, case watch must be used to retrieve a summons issued. Using case watch to retrieve summons will allow you to provide the summons to the process server of your choice.**

The availability of the of ClerkNet’s case watch notification feature provides greater transparency and quicker access to court records. For more information about ClerkNet or the new notification feature, go to www.SarasotaClerk.com or contact the Clerk of the Circuit Court at clerknet@scgov.net.

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