



DONALD C. SPENCER
CLERK OF THE CIRCUIT COURT & COMPTROLLER
SANTA ROSA COUNTY, FLORIDA

Clerk of the County Court & Comptroller
Recorder of Deeds
Clerk and Accountant of the Board of County Commissioners
Custodian of County Funds
County Auditor

6495 Caroline Street
Milton, Florida 32570
P O BOX 472
Milton, Florida 32572
Telephone: (850) 983-1975
Fax: (850) 983-1986
www.santarosaclerk.com

Press Release

From: Donald C. Spencer, Santa Rosa Clerk of Circuit Court and Comptroller

Date: June 12, 2014

Re: **Santa Rosa Clerk of Court and Comptroller's Office
Receives Certificate of Achievement for Perfect Score
on Passport Compliance Visit**

Donald C. Spencer, Santa Rosa County Clerk of the Circuit Court and Comptroller, announces that the Clerk's office has received a Certificate of Achievement for a perfect score on the U.S. Department of State Passport Acceptance Facility Oversight Program Visit. The award is for exemplary service to the community and the U.S. Department of State Passport Services through the conscientious execution of passport applications, excellence in customer service, and commitment to measures that ensure the integrity of the U.S. passport.

If you plan to travel and require a passport stop by the Clerk's Administration Office, located at 6495 Caroline Street, Suite B, in Milton, FL or the South End Service Center at 5841 Gulf Breeze Parkway, in Gulf Breeze, FL. The passport offices are open from 8:00am – 4:30pm to conduct passport business. Please call (850) 983-1966 if you have any questions regarding your passport application process.

Citizens wishing to renew or apply for a new passport may also visit the Clerk of the Courts website at www.santarosaclerk.com. Passport requirements will appear under the "Clerk Information" column informing applicants about the process and documents required to obtain a new or renew an existing passport. At this time, the Office of the Clerk cannot accept credit cards to pay for this service. However, the Office will accept personal checks, cashier's checks and money orders for the US Department of State Fee's.