



JASON D. ENGLISH, ESQ.
CLERK OF THE CIRCUIT COURT & COMPTROLLER
SANTA ROSA COUNTY, FLORIDA

Request for Child Support/Alimony Payment Records

Requesting Party Name: _____

Phone Number (Required): _____ Email: _____

Case No.: _____ Date of Request: _____

Obligee: _____ Obligor: _____

Child(ren)'s Name(s): _____

I am requesting a (check one): ☐ Payoff Statement ☐ Research Letter

☐ Payment History start date _____ and end date _____

☐ Other (specify) _____

Service Fees:

- Payment History: \$1.00 per page and \$2.00 for certification, upon request.
- Payoff Statement: \$25.00 • Research Letter: \$7.00

We accept cash, cashier's check/money order (payable to Santa Rosa County Clerk of Court) and debit/credit card. A 3.5% service fee applies to all debit/credit card transactions.

Would you like to have your document certified? ☐ No ☐ Yes (\$2.00 fee)

Please indicate how you would like to receive the record(s):

☐ Mail to: _____

☐ Email (provided to address listed above) ☐ In Person ☐ Fax Number: _____

Please note: Processing your request may take between **3 to 5 business days**. After the review is complete, you will receive an email response with further instructions.

Civil Division
Santa Rosa County Clerk of Court
4025 Avalon Blvd.
Milton, FL 32583
850-981-5551 | civil@santarosaclerks.com