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Summary Reporting System (SRS) Technical Memorandum 09-01

To: Clerks of Circuit Court

From: Miriam Jigger, Senior Court Analyst I
Office of the State Courts Administrator, Court Services

Date: August 19, 2009

Subject: Construction Liens (Tech Memo 09-01)

This memorandum serves as clarification and correction of the Summary Reporting SRS guidelines for the reporting of Construction Liens under the Other Circuit Civil case type of Contract Indebtedness. This memorandum supersedes pages 4-13 and 4-14 for Case Type Determinations of the 2002 SRS Manual under the two case types of Contract and Indebtedness and Real Property/ Mortgage Foreclosure.

It has come to our attention that the filing of a complaint or petition to Foreclose on a Construction Lien should be reported under the Other Circuit Civil case type of Real Property/Mortgage Foreclosure instead of the current case type of Contract and Indebtedness. Therefore this memorandum serves as notification that cases previously reported as Construction Liens (formerly Mechanic Liens) should be reported under the Other Circuit Civil case type of Real Property/Mortgage Foreclosure. Please correct and update all SRS Manuals and reporting procedures to reflect this immediate change. **Also, please note that it is not necessary to amend SRS reports filed prior to July 1, 2009.**

Please ensure that all staff involved in the reporting of SRS civil data are aware of these revisions to the filing and disposition reporting requirements. It is recommended that copies of this memorandum be distributed to those staff for inclusion in their 2002 SRS Manuals or to be kept as desk references materials.

The OSCA will be providing training sessions on this reporting requirement in the near future. If you have questions or concerns regarding this or any OSCA, OBTS and SRS related issues, please contact me at (850) 410-1888 or via e-mail at juggerm@flcourts.org.

Thank you for your attention to this matter.

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