



Clerk of the Circuit Court & Comptroller

Office of Gary J. Cooney, Clerk & Comptroller

P.O. Box 7800 • 550 W. Main St. • Tavares, FL 32778-7800 • www.LakeCountyClerkFL.gov

PAYOFF REQUEST

To obtain a payoff for court costs, fines, and fees on Criminal cases, please follow the procedure outlined below:

- Complete the enclosed "Payoff Request" form and submit to: Criminal Division, Clerk of the Circuit Court, P.O. Box 7800, Tavares, FL 32778.
- The case numbers can be obtained on the Lake County Clerk's website www.lakecountyclerkfl.gov.
- Payment of \$7 per case must be received in advance of your request being processed.
- Payment must be made in the form of a cashier's check or money order payable to Gary J. Cooney, Clerk of Court. Please submit the enclosed form with your payment.
- Your request will result in a search of Lake County, Florida records only. Cases in any other county or state will not be searched.

Payment of \$7 per case must be submitted via cashier's check or money order with this request and will be provided only for the case numbers indicated below.

Defendant's Name: _____
Last First Middle

Case Numbers (required):

Return payoff request to:

Requestor's Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Return Results via (select one): ☐ U.S. Mail ☐ Fax ☐ Email