

**IN THE CIRCUIT COURT OF THE FIFTH JUDICIAL CIRCUIT
IN AND FOR SUMTER COUNTY, FLORIDA**

ADMINISTRATIVE ORDER: S-2024-61

**ADMINISTRATIVE ORDER REGARDING ADJUSTED OFFICE HOURS FOR
THE CLERK OF THE CIRCUIT COURT ON JANUARY 7, 2025**

WHEREAS, Clerk-elect Erin C. Munz is to be sworn in as the Clerk of the Circuit Court and Comptroller for Sumter County on January 7, 2025, and has requested her office hours to be adjusted; and

WHEREAS, pursuant to section 28.06, Florida Statutes, deputy clerks are deputized to conduct business on the Clerk's behalf; and


WHEREAS, prior to business operations commencing on January 7, 2025, all deputy clerks will be deputized; and,

WHEREAS, it is necessary and appropriate for the prompt, effective, and efficient administration of justice within the courts of the Fifth Judicial Circuit, and with the consent of the Administrative Judge for Sumter County to temporarily adjust the office hours of the Clerk of the Circuit Court for Sumter County for the purpose of deputizing clerks for the incoming Clerk;

It is **THEREFORE ORDERED AND ADJUDGED** as follows:

1. The regular office hours for the Clerk of the Circuit Court and Comptroller for Sumter County will be adjusted on January 7, 2025, to be open at 8:30 a.m. until 10:00 a.m., closed from 10:00 a.m. until 1:00 p.m., and to reopen at 1:00 p.m. and remain open until 5:00 p.m.
2. The regular office hours for the Clerk will resume January 8, 2025.
3. This Administrative Order shall take effect immediately and expire at 12:01 a.m. on January 8, 2025.

DONE AND ORDERED in chambers at Brooksville, Hernando County, Florida this 30th day of December 2024.



Daniel B. Merritt, Jr.
Chief Judge, Fifth Judicial Circuit