



<b>11<sup>th</sup> Judicial Circuit</b>
<b>Certified Civil Process Server Program</b>
<b>Payment Procedures</b>

<b>YOU MUST CREATE A PORTAL ACCOUNT PRIOR TO MAKING YOUR PAYMENT</b>	
<b>Acceptable Payment Methods</b>	Money Order Cashier's Check Personal Check*  <small>*Personal checks are accepted at the discretion of the Clerk's Office</small>
<b>Check Payee</b>	Clerk of Courts
<b>Check Memo Line</b>	Process Server Application Fee

<b>Where to make your payment:</b>	
<b>Clerk Of Courts Office</b>	73 West Flagler St., RM 138 Miami, FL 33130

**Once your payment has been made, please follow the registration instructions provided online to complete your application.**

<b>If you have any questions or concerns please contact the Certified Civil Process Server Program</b>	
<b>Phone</b>	<b>Email</b>
(305) 349-7707	cps@jud11.flcourts.org