

SOCIAL SECURITY NUMBER COLLECTION STATEMENT

The Okaloosa County Clerk of Circuit Courts collects and receives Social Security Numbers for the purposes outlined below. Social Security Numbers which have been collected or received by the office may be used as a unique identifier and may be used for cross-reference research purposes in certain applications.

PASSPORT APPLICATIONS - Section 6039E of the Internal Revenue Code (26 U.S.C. 6039E) required you to provide your Social Security Number when you apply for a U.S. Passport or for the renewal of a U.S. Passport. This office, in our acceptance agency capacity, verifies the completeness of your application for U.S. Passport. This office uses this number to process your application and prepare transmittals, as well as for tracking, identification, and verification, and for reconciliation.

MARRIAGE LICENSE APPLICATIONS - Pursuant to Section 741.04 of the Florida Statutes, and in compliance with the federal *Personal Responsibility and Work Opportunity Reconciliation Act of 1996* when applying for a marriage license, you are required to provide your Social Security Number, if you have been issued one. Use of Social Security Numbers through this requirement shall be limited to the purposes of administration of the Department of Revenue Title IV-D program for child support enforcement. This office uses the number to process and file your application, license, and certificate, for tracking, identification and verification, and for reconciliation. It is then sent to the Florida Department of Health, Office of Vital Statistics as part of your certificate.

COURT RECORDS - Pursuant to federal, state, and local laws, rules, and codes, you are required to provide your Social Security Number on certain court pleadings, forms, and financial documents. The Okaloosa County Clerk of Circuit Courts, in our capacity as clerk to the courts and custodian of court records, may receive your Social Security Number, from you or other agencies, as part of document filings. We may use the number in order to process records of court cases, in compliance with the listed authorities, for the following uses: identification and verification, verifying financial information, billing and payments, collections, data collection, data processing, reconciliation tracking, tax reporting, reporting requiring information to other agencies, and transmittals for administration of the Department of Revenue Title IV-D program for child support enforcement.

OFFICIAL RECORDS - The Okaloosa County Clerk of Circuit Courts, in our capacity as county recorder and custodian of the county's Official Record series, does not collect your Social Security Number. This office may receive documents containing your Social Security Number to be recorded into the Official Records.

VENDORS AND EMPLOYEES - Pursuant to federal, state, and local laws, rules, and codes, we may collect your Social Security Number for the following uses: identification and verification, verifying financial information, billing and payments, collections, data collection, data processing, reconciliation, tracking, tax reporting, reporting required information to other agencies, transmittals, employee benefits, and compliance with record keeping requirements.

CASH PAYMENTS OVER \$10,000- Pursuant to the Department of Treasury Internal Revenue Service Pub. 1544, this office collects the Social Security Number or Taxpayer Identification Number for cash payments over \$10,000 for tax reporting purposes.