



Clerk of the Circuit Court

ABOUT THE CLERK DAVID R. ELLSPERMANN

David R. Ellspermann was first elected as Clerk of the Circuit Court for Marion County in 1996 officially taking office on January 6, 1997. Mr. Ellspermann graduated from the University of Georgia with a Bachelor's degree in Accounting and from Rollins College with a Master's degree in Criminal Justice Administration. He has earned his designations as a Certified Public Manager and a Certified Clerk of the Circuit Court through Florida State University.

The Clerk of the Circuit Court is characterized as one whose duties are not purely ministerial, but rather an integral part of the whole County governmental process. As an officer of the Court, the Clerk is endowed with certain authority to aid and promote the judicial process. Additionally, the Clerk's authority as an elected county officer with responsibilities as auditor and custodian of all county funds allows the Clerk to provide a check and balance function on behalf of local government and the citizens of Marion County.

The Clerk of the Circuit and County Courts is also the County Treasurer, Budget Officer, Recorder, Auditor, Chief Finance Officer, Clerk of the Value Adjustment Board and Ex-Officio Clerk to the Board of County Commissioners.

DEPARTMENTAL FUNCTIONS

The Marion County Clerk of the Circuit Court's Office is a complex organization that performs a wide range of record keeping, information and financial management for the judicial system, the Board of County Commissioners, and most importantly, the citizens of Marion County.

FINANCE & BUDGET

- Accountant and auditor for the Board of County Commissioners.
- Collector and distributor of statutory assessments.
- Guardian of the public records, public funds and public property.

COURT MANAGEMENT

- Attends session of court.
- Ensures that the Court's orders, judgments and directives are carried out within the parameters allowed by law.
- Collects and disburses the court fines, fees and assessments.

ADMINISTRATIVE SERVICES

- Records and indexes all instruments authorized by law to be recorded in one series of "Official Records".
- Processes marriage licenses and solemnizes marriages.
- Accepts applications and administers oaths for passport purposes through a partnership with the U.S. Department of State.

EMPLOYMENT OPPORTUNITIES

The Clerk is firmly committed to equal employment opportunity. Employment with the Clerk is based on merit which includes consideration of qualifications such as ability, skill, experience, education, and other factors. Examinations may be administered to measure the merit, fitness, aptitude, experience and other relative characteristics of the applicant.

As part of the pre-employment process, references and previous employers provided by the applicants and/or reference sources are checked by the Clerk's Administrative staff. The applicant is checked through an inquiry into the Florida Comprehensive Case Information System computerized criminal and civil history files. All information solicited will be in accordance with federal guidelines and laws (EEOC, ADA, etc.)

You may apply for employment on our website. Visit the Clerk's Office online at www.marioncountyclerk.org.

HISTORY OF MARION COUNTY

Marion County was created by the Florida Legislature on March 14, 1844 from land formerly part of Alachua, Hillsborough, and Orange Counties. There have been no significant boundary changes since then. The County was named in honor of General Francis Marion, famed as the "Swamp Fox" of the Revolutionary War.

Marion County covers a land area of 1,652 square miles, making it the fifth largest county in the state in terms of geographic area. In addition to Ocala, which is the county seat and primary population area, there are four other incorporated municipalities located within the County: Belleview, Dunnellon, McIntosh, and Reddick.

The County operates under a commission/administrator form of government, with a governing board consisting of five county commissioners elected at-large to staggered four year terms. Each commission member must meet district residency requirements. In addition to the Board of County Commissioners, there are five elected Constitutional Officers performing specifically designated governmental functions: The Clerk of the Circuit Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector.