

Child Pick Up Order

Florida Statute 741 (Out of State Orders)

- Must be a Florida Child Pick Up Order or if it is an Out of State Order, it must be domesticated with the Florida Courts.
- Original document to serve is considered one (1) the following:
 - Document must have the judge's original signature and be recorded with a Florida Clerk, or
 - Document must be a certified copy with a colored or raised seal by a Florida Clerk, or
 - Document must state electronically filed by/with a Florida Clerk
- Copy of the original serve document per person, per service.
- Self-addressed, stamped envelope for Return of Service if Originals are to be returned.
- Order must clearly direct the Sheriff's actions.
- The order must contain the full name and date of birth of the child along with a description.
 - Any medical needs/disability should be included in the order. (i.e. wheelchair, inhaler, medications)
 - Provide a photo if available.
- Provide the address/addresses where the child may be located. Each address provided must be a valid Hillsborough County location.
- The person ordered to receive the child must have a photo I.D. and must be present.
- Ensure the vehicle transporting the child has the appropriate car seat or booster required by Florida Statute, if applicable.
- The documents and fees are to be brought to:
 - Hillsborough County Sheriff's Office
 - Civil Process Section
 - 700 East Twiggs Street, 3rd Floor
 - Tampa, FL 33602
 - Monday-Friday, 9:00am – 4:00pm

The above is subject to change without notice as some court orders may require more information