

Questions and Answers Regarding “General Affidavits”

Why has a General Affidavit been given to me?

The Animal Control Division recently received a report from either you or another citizen which indicated that you were an eye-witness to violations of either County or State laws dealing with animals. Since our staff did not witness these events, in order to investigate and possibly prosecute these violations, we must rely on citizen's who did see the event to provide us with their statement(s) about what they saw. To aid in the correct manner to complete an affidavit form, a sample is printed on the reverse side of this paper for you to review.

Why did you leave me more than one form?

In case more than one person has information pertaining to this violation, we would like to obtain statements from as many witnesses as possible. If you know of others who can contribute to this investigation, please give them one of these “General Affidavit” forms. Additional witnesses may help us to find a successful resolution to these violations.

Does the affidavit need to be notarized?

Yes, but to make it more convenient for you to do this, most of our Animal Control Officers are Notary Publics. They can notarize this document for you **if** signed in front of them. There is no charge to you for this service if the document is notarized by an Animal Control staff member.

Do I have to mail this form in to the Animal Control Office when it is completed?

No. Simply call our office and request an Officer come by to pick up the affidavit(s). These will then be taken back to our office and reviewed for correctness. You also have the option of bringing these documents in to our office, or they may be mailed us. The affidavit(s) will be included in our investigative file that is being prepared in order to help resolve this animal related problem.

Do I have to appear in court if I fill out one of these affidavits?

Not necessarily. If the defendant is issued a citation for violation of a County Ordinance, they usually have an option to pay a fine and avoid any Court appearances. However, if the defendant chooses to contest the charge and enter a plea of innocent, a final hearing will be set before a Judge. In that case, you and any other witnesses who filled out affidavits would be subpoenaed to appear in Court to testify. Our investigating Officer would also appear to testify. Keep in mind that fewer than 25% of citations result in Court action requiring witnesses to appear to testify. If the charge is criminal in nature, it is referred to the State Attorney's Office for prosecution consideration. Defendants in these cases may plead innocent as well, which could result in a Jury Trial. In those cases, all witnesses would be subpoenaed to testify on behalf of the State.

What should I do if the problem continues or recurs?

Contact the Animal Control Office again. If this continuing or recurring incident is witnessed by you or others, we may again request that affidavits be completed to document the offense. This will allow for progressive enforcement and the possibility of additional charges being made against the violator. Fines for County Ordinance violations double with each subsequent infraction and each day that the violation exists can constitute a separate offense. The new affidavits would provide evidence to a Judge or Jury that the violation was continuous in nature.

If you have any questions regarding the use of these forms, please call our office.
Pasco County Animal Control - 19640 Lake Patience Road, Land O' Lakes, FL 34639
West Pasco – (727) 834-3216 Central Pasco – (813) 929-1212 East Pasco – (352) 521-5194

GENERAL AFFIDAVIT

STATE OF FLORIDA) Put the name of the defendant on this line (DEFENDANT)

VS Put their street number & address here (ADDRESS)

COUNTY OF PASCO Put their City name, State and Zip Code here

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED:

Your name goes here OF Your address, City, State, Zip and phone goes here
affiant name address phone

Who is personally known to me or who has produced Notary fills this in as
(Type of Identification)
identification, swears or affirms the following:

This is the area where you write, in your own words, what you saw.

This document may be hand written or typed.

Include dates and times, as well as a description of the animal involved. Be as detailed and specific as possible.

If you took photographs or video tape of the offense, say so in this section.

If you need more room, you may use an attachment page by stating "continued on next page".

Make sure you sign this page and any attachment pages in front of a Notary Public.

FURTHER AFFIANT SAYETH NOT.

This is where you will sign your statement
SIGNATURE OF AFFIANT

SWORN or AFFIRMED BEFORE ME THIS _____ DAY OF _____, 200__.

This is where the Notary will sign or stamp NOTARY PUBLIC, COMMISSION No. _____

My Commission expires: _____

GENERAL AFFIDAVIT

STATE OF FLORIDA) _____ (DEFENDANT)

VS _____ (ADDRESS)

COUNTY OF PASCO) _____ (CITY/STATE/ZIP)

BEFORE ME, THE UNDERSIGNED AUTHORITY, PERSONALLY APPEARED:

_____ OF _____
Name of Affiant Address City Phone

Who is personally known to me or who has produced _____ as identification,
(Type of Identification)
swears or affirms the following:

FURTHER AFFIANT SAYETH NOT.

SIGNATURE OF AFFIANT

SWORN or AFFIRMED BEFORE ME THIS _____ DAY OF _____, 200_____.

_____ NOTARY PUBLIC, COMMISSION No. _____

My Commission expires: _____