



Michigan Supreme Court

State Court Administrative Office

Trial Court Services Division

Michigan Hall of Justice

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Jennifer Warner
Director

MEMORANDUM

DATE: March 12, 2015

TO: Chief Circuit Judges
Presiding Family Division Judges
Chief District Judges
Chief Municipal Judges

cc: Circuit Court Administrators
Family Division Administrators
District Court Administrators
Municipal Court Administrators
County Clerks
Juvenile Registers

FROM: Elizabeth A. Barber
Trial Court Collections Project Manager

RE: Court Collections Program Survey

Administrative Order No. 2010-1 requires all circuit courts, circuit court family divisions, district courts, and municipal courts to comply with the court collections program requirements established by the state court administrator. In 2010, the State Court Administrative Office (SCAO) established the [Court Collections Program Requirements](#). By the end of 2011, all trial courts completed a court collections program survey. Some courts updated their survey responses after receiving the 2014 Court Visit Data Packet. The SCAO uses the most recent survey response to determine if a court is compliant with and has implemented an acceptable collections program as required by the Court Collections Program Requirements.

The 2015 Court Visit Data Packet will include the status (compliant or noncompliant) of the court collections program in place at your court. If your court completes and submits an updated court collections program survey by March 31, 2015, the SCAO will use this updated survey information for your court's 2015 Court Visit Data Packet. If you have any questions or concerns regarding your collections program or would like to complete the survey, please contact Katha Moye at MoyeK@courts.mi.gov or 517-373-2219.