

**HILLSBOROUGH COUNTY AND CITY OF TAMPA  
HEALTH, EDUCATION AND LIFE PLANNING (HELP) AFFIDAVIT**  
Designating A Support Person Per Hillsborough County Ordinance No.14-32

**INSTRUCTIONS:**

Review the HELP Affidavit form and the Hillsborough County Ordinance No. 14-32 before signing the affidavit.

The Hillsborough County Official Records Department does not and will not provide legal advice. If you have any questions about this form, you should consult with an attorney.

1. Review the attached 3-page HELP Affidavit.
2. Type or print the information on the lines shown, except for those lines indicating signatures. A separate form is needed for each person designating a HELP support person; two people who want to designate each other will need to file two forms.
3. Have two witnesses and a notary present when you are ready to sign the affidavit. Witnesses must not be a blood relative or a spouse.
4. Have the notary witness your signature.
5. Have the witnesses sign after watching you sign the affidavit.
6. You may either mail the completed, notarized affidavit to Hillsborough County Clerk, Attn: Official Records, P.O. Box 3249, Tampa FL 33601 or bring the completed, notarized affidavit to any Hillsborough County Official Records Department location.  
Go to the [Official Records Department Contacts page](#) for a list of all locations.)
7. A fee of \$50 per form is required. You may pay in person by cash, check, or credit card; or pay by check if mailing the document. Checks must be made payable to the Hillsborough County Clerk of the Circuit Court.
8. Once recorded, the original affidavit and an identification card will be returned to the address specified on the bottom of page 3 of the form. (The mailing address does not have to be a home address.)

Copies of the recorded affidavit will be viewable and printable from the [Hillsborough County Clerk of Circuit Court's website](#).

**HILLSBOROUGH COUNTY AND CITY OF TAMPA  
HEALTH, EDUCATION AND LIFE PLANNING (HELP) AFFIDAVIT  
Designating A Support Person Pursuant To Hillsborough County Ordinance No. 14-32**

I, \_\_\_\_\_, the undersigned designating person/affiant, declare that I am at least 18 years old and competent to enter into contracts, and further declare and designate that my Support person shall be \_\_\_\_\_, whose date of birth is \_\_\_\_\_ with the following rights, indicated by my checking or marking the box(es) below.

Health Care Surrogate, under Florida Statute Chapter 765

(If the above box is checked, it means I understand that in the event that I have been determined to be incapacitated to provide informed consent for medical treatment and surgical and diagnostic procedures, I designate my above-named Support Person for healthcare decisions. I understand that this designation will permit my healthcare surrogate to make healthcare decisions and to provide, withhold, or withdraw consent on my behalf; to apply for public benefits to defray the costs of healthcare; and to authorize my admission to or transfer from a healthcare facility. I further affirm that this designation is being made on my own free will and is not being made as a condition of treatment or admission to a healthcare facility.)

Health Care Facility visitation rights

Correctional Facility visitation rights

Person to be notified in the event of an emergency:

Address (optional): \_\_\_\_\_

\_\_\_\_\_

Phone: (Optional): \_\_\_\_\_

Pre-need Guardian under Florida law

Legally authorized representative to make funeral/burial decisions under Chapters 406, 497 and 732 Florida Statutes, or as otherwise provided by law.

Access to educational records and involvement in the myriad of proceedings and decisions related to the education of a minor child who is my dependent

*Below are the names of my dependents, whom I swear and affirm to be (1) my biological, adopted, or foster child(ren); or (2) my dependent(s) as defined under applicable Internal Revenue Service Regulation; or ( 3) my ward(s) as determined in a guardianship or other legal proceeding.*

List of dependents:

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I understand that this HELP Affidavit, if recorded with the Hillsborough County Clerk of Circuit Court, is a public record under Florida law. **I HOLD HILLSBOROUGH COUNTY AND THE HILLSBOROUGH COUNTY CLERK OF THE CIRCUIT COURT HARMLESS FROM ANY RECORDING, MISTAKES, OR DELAYS IN POSTING UP-TO-DATE INFORMATION IN THE OFFICIAL RECORDS OR TO THE ONLINE DATABASE.** I also understand and agree that I will notify the Hillsborough County Clerk, in writing, if my designation of the Support Person named above is no longer applicable.

#### DISCLAIMER

The Hillsborough County Board of County Commissioners directed the Clerk to the Board to create a Registry for recording a Hillsborough County Domestic Partnership Registration Affidavit and/or a Hillsborough County Health, Education and Life Planning (HELP) Affidavit, as provided in Hillsborough County Ordinance 14-32. The forms for these affidavits are being made available by Hillsborough County on the Clerk's website.

By making the forms available to the public as directed by the Hillsborough County Board of County Commissioners, the Clerk is performing a ministerial act and is neither giving legal advice nor providing legal services to any person who elects to use the forms and record them in the Registry. The Clerk is expressly prohibited from practicing law pursuant to section 28.215, Florida Statutes.

Many sections of the Florida Statutes regulate the decisions that will be made and incorporated into the affidavits. Before signing either affidavit and submitting it to the Clerk for recording in the Registry you should seek the advice of the legal counsel of your choice to advise you if recording either affidavit in the Registry meets the legal requirements of existing law, and particularly the requirements of Chapter 765, Florida Statutes regulating the procedure for choosing a health care surrogate; providing a sufficient advanced directive for life prolonging procedures in a living will; or making anatomical gifts. In addition, if you have an existing estate plan or you have signed a Durable Family Power of Attorney, your decision to record either affidavit may cause changes to existing directive or conditions that you provided in existing documents, including those that may be part of your estate plan. Before signing either affidavit or recording either affidavit in the Registry, you should seek the advice of legal counsel to understand all of the legal consequences of signing and recording either affidavit in the Registry.

**BEFORE SIGNING THIS AFFIDAVIT I ACKNOWLEDGE THAT I HAVE READ THE DISCLAIMER PROVIDED BY THE CLERK. I ACKNOWLEDGE TO THE CLERK THAT BY USING THIS FORM OF AFFIDAVIT, THE CLERK IS NOT PROVIDING ANY LEGAL ADVICE TO ME AND THAT I HAVE OBTAINED ADVICE FROM THE LEGAL COUNSEL OF MY CHOICE OR I HAVE HAD THE OPPORTUNITY TO DO SO BUT DECLINED TO SEEK SUCH LEGAL ADVICE.**

I swear or affirm under penalty of perjury that the statements and information provided on this form are true and accurate.

(Witnesses cannot be a spouse or blood relatives of applicants).

\_\_\_\_\_  
Signed on

\_\_\_\_\_  
Signature of Witness 1

\_\_\_\_\_  
Signature of Affiant

\_\_\_\_\_  
Printed Name of Witness 1

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature of Witness 2

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Printed Name of Witness 2

State of \_\_\_\_\_  
County of \_\_\_\_\_

Sworn to and subscribed before me this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_  
by: \_\_\_\_\_ who is \_\_\_\_\_ personally known to me or has \_\_\_\_\_ or produced  
identification \_\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

(Seal)

If filing by mail, applicant must provide return address.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_