



To access publicly available documents from an Injunction case, you must first complete a BECA User Agreement (please see the link below). This agreement allows you to view and print documents free of charge. After submitting the agreement and establishing your account, you will receive an email with your login credentials.

<http://www.brevardclerk.us/cache/files/5/c/5cfb454e-3a08-4b7c-85ba-90f63cf43c45/05978949B022448923DB7D5636342E74.registered-user-agreement-rev-02-21-2020-.pdf>

To view images, once receiving your login information, please follow the instructions below:

- Select “Case Search” located under the Public Records Search category.
- Select the “BECA – Registered User Login” option.
- Select “Accept” and submit on the disclaimer page to proceed.
- Select “Subscriber Court Records Search.”
- Select “Case Number” and enter the case number provided above.
- Select “Search.”
- The Case Information page appears first, followed by the Participants and the Register of Actions.
- Scroll to the Register of Actions section to view the documents.
- There is an icon on the left for each scanned document. If the icon is a sheet of paper, like this , the document is ready to view. If the icon is a lock, like this , the document has been scanned but needs to be reviewed before it is available online. Select the lock icon and enter an email address. You will be sent an automated email once the document is ready for viewing/printing.

If you need a certified copy or prefer not to obtain the copy via our website, you may place a request by one of the following options:

- **In-person**, while you wait at one of our six locations. Our hours of operation are Monday through Friday from 8:00 a.m. to 5:00 p.m. (please see below for closure times for our Merritt Island and Palm Bay offices.)
- Titusville Courthouse – 400 South Street, 2nd Floor, Titusville, FL 32780
- Parkway Complex – 700 S. Park Avenue, Building B, Titusville, FL 32780
- Moore Justice Center – 2825 Judge Fran Jamieson Way, Viera, FL 32940
- Melbourne Branch Courthouse – 51 S. Nieman Ave, Melbourne, FL 32901
- Merritt Island Office – 2575 N. Courtenay Pkwy, Room 129, Merritt Island, FL 32953 (*closed from 11:30 am - 1:30 pm*)
- Palm Bay Office – 450 Cogan Drive SE, Palm Bay, FL 32909 (*closed from 11:30 am - 1:30 pm*)

Other options for placing a request:

- **Through our online Research & Copy Request Center** located under Online Services at www.brevardclerk.us.
- The following link will assist you with placing your order online: https://vweb1.brevardclerk.us/webapps_ssl/rcrc/docs/RCRC_Training.pdf
- **By U.S. mail to:** Clerk of Court, P. O. Box 2767, Titusville, FL 32781-2767
- **By overnight delivery:** Clerk of Court, 700 S. Park Ave., Bldg. B, Titusville, FL 32780
- **By fax to:** (321)264-5246 Attention: Research