

IN THE COURT OF COMMON PLEAS, BLAIR COUNTY
24TH JUDICIAL DISTRICT

IN RE: 24TH Judicial District –

DECLARATION OF JUDICIAL EMERGENCY

Supreme Court
No. 20 WM 2020
Blair County No.:
No. 2020 MD 0003

ADMINISTRATIVE ORDER

COURT FILINGS WITH
THE BLAIR COUNTY PROTHONOTARY AND CLERK OF COURTS

AND NOW, this 20th day of March, 2020, pursuant to the Pennsylvania Supreme Court's Order of March 18, 2020 and the individual Judicial Emergency declared in Blair County by President Judge Elizabeth A. Doyle, the court hereby

ORDERS, DIRECTS and **DECREES** as follows:

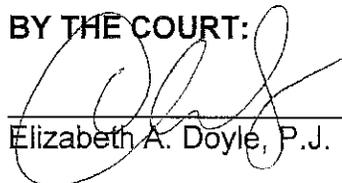
1. No court filing shall be accepted by the Prothonotary/Clerk of Courts by **in-person** delivery except for emergency matters.
2. All filing with the Prothonotary/Clerk of Courts that would ordinarily be required to be made either in person or via United States Postal Service may be made via email at the following email address:

Prothonotary-filings@blairco.org

3. Each document filed shall be transmitted as .pdf attachment. Scanned signatures will be accepted as originals. Each filing e-mail shall be copied to: (i) all person(s) to whom service copies would ordinarily be sent via United States Postal Service.

4. The requirement for the immediate payment of filing fees will be suspended for all filings completed by e-mail under this Order. The Prothonotary/Clerk of Courts shall keep a log of all filing fees owed, which shall be due and payable upon invoice.
5. Due to the increase of printing incurred by the Prothonotary/Clerk of Courts, a fee of .25 cents per page shall be added to the invoice.
6. The Prothonotary/Clerk of Courts is hereby directed to monitor the inboxes for the above email address regularly for the receipt of electronically filed documents. Upon receipt, the transmittal email and all attached documents shall be printed and then filed as if received in hand copy except that the notation "Filed by Email" shall be added next to the timestamp.
7. The Prothonotary/Clerk of Courts shall reply back to the filing party that they have received the document, however, it shall remain responsibility of the filer to ensure documents have been received by the Prothonotary/Clerk of Courts. The Prothonotary/Clerk of Courts is not responsible for any electronic email malfunctions to the Prothonotary-filings@blairco.org email address.
8. All documents received at the above email address after **four o'clock p.m. (4:00 P.M)** shall be time stamped for the following business day.
9. This administrative order shall be effective as of **March 20, 2020** and shall continue in effect until further order of this court.

BY THE COURT:



Elizabeth A. Doyle, P.J.