

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

PROCEDURES FOR FILING AND OTHERWISE WITH THE OFFICES
OF THE BLAIR COUNTY REGISTER OF WILLS AND RECORDER OF DEEDS

AND NOW, this 30th 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 **DECREEES** as follows:

1. Effective March 23, 2020 at 8:00 a.m. and continuing until further Order of Court, the Offices of the Blair County Register of Wills and the Blair County Recorder of Deeds are closed to the public.
2. The Recorder of Deeds Office shall process documents via e-recordings, United States Postal Service, United Parcel Service, and Federal Express. The Register of Wills Office shall process documents via United States Postal Service, United Parcel Service, and Federal Express. Specific questions regarding recordings may be directed to the Recorder of Deeds Office staff at 814-693-3095. Instructions on e-filing through the Recorder

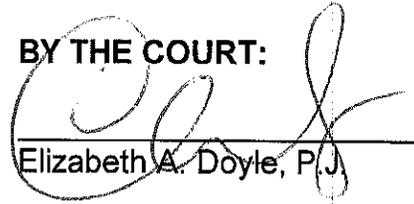
of Deeds Office's approved e-recording vendors may be found at the website: www.blaircountyrecorder.com.

3. Pending further Order of Court, there shall be no public access to search documents in the Offices of the Register of Wills and Recorder of Deeds. Documents from 1942 to the present are available on-line by visiting the Offices' remote access program at www.landex.com/webstore.
4. The Register of Wills Office shall on a temporary basis probate estates by appointment only via FaceTime, Skype, or other online/teleconference options. Original documents and, if applicable, copies of required photo identification, must be delivered to the Register of Wills Office prior to any scheduled appointment for this purpose. Probate appointments shall be scheduled by placing telephone calls to the Register of Wills' staff at 814-693-3095.
5. Inheritance Tax returns and/or payments shall be mailed to the Register of Wills Office, and when applicable, shall include a copy of the statement received from the Pennsylvania Department of Revenue, the estate file number, and the name of the decedent. The Register of Wills Office shall mail receipts to filers through the United States Postal Service.
6. In addition to the delivery methods specified in Paragraph 2 above, both the Register of Wills Office and the Recorder of Deeds Office shall accept documents for processing through a drop box for documents located at the front door of the main entrance of the Blair County Courthouse from 9:00 a.m. to 3:00 p.m. Any documents delivered in this manner shall

include/identify appropriate contact information and be placed in a sealed envelope marked "Register/Recorder's Office" with a check or money order, along with a self-addressed, stamped envelope for return of documents/receipts. No cash shall be accepted.

7. This administrative order shall be effective as of **March 23, 2020** and shall continue in effect until further order of this Court.

BY THE COURT:



Elizabeth A. Doyle, P.J.