

IN RE: TEMPORARY MOTION : IN THE COURT OF COMMON  
PRACTICE IN LACKAWANNA : PLEAS OF LACKAWANNA  
COUNTY : COUNTY  
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: :  
: NO: 2020-- CV—1

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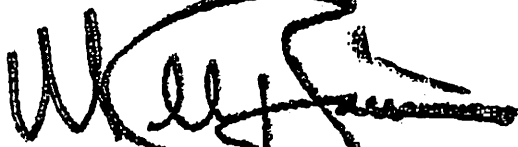
**ORDER**

AND NOW, this 19<sup>th</sup> day of March, 2020, under the directive of the Supreme Court's Emergency Declaration, effective immediately all Civil and Discovery Motions which would typically be presented in Motion Court are to be electronically submitted to the Court Administrator's Office in care of Jeff McLane at [mclanej@lackawannacounty.org](mailto:mclanej@lackawannacounty.org) in PDF format, and all Family Motions which would typically be presented in Family Motion Court are to be submitted to the Family Court Administrator's Office in care of Claire Czaykowski at [czaykowskic@lackawannacounty.org](mailto:czaykowskic@lackawannacounty.org) in PDF format. Each submission shall state if the motion is stipulated to or consented, where applicable. Pursuant to Lackawanna County Motion Practice, all notice requirements remain in effect, and each Motion shall include a certificate of service upon either Jeff Mc Lane or Claire Czaykowski, and list email addresses and phone number for all counsel or parties. Further, all Orphans' Court Motions are to follow the same process and be electronically submitted to Judge Geroulo's chambers at both [barrettv@lackawannacounty.org](mailto:barrettv@lackawannacounty.org) and [zangardim@lackawannacounty.org](mailto:zangardim@lackawannacounty.org) in PDF format.

Once the Motion has been reviewed and signed by the Court, original Orders to existing dockets will be time stamped with the Clerk of Judicial Records' Office, with a time stamped copy returned to the presenter electronically or by mail. Any Motion which will originate a new docket will be available for pickup in the respective Court Administrator's Office.

Any emergency Motion and/or Orders that require Judicial review shall follow the same process, with Court Administration forwarding to the appropriate Motion Court Judge for their review.

BY THE COURT



MICHAEL J. BARRASSE, P.J.

CLERK OF JUDICIAL RECORDS  
 LACKAWANNA COUNTY  
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 2019 03 19 12:48:30