

THE COURTS

Title 210—APPELLATE PROCEDURE

PART II. INTERNAL OPERATING PROCEDURES

[210 PA. CODE CH. 67]

Internal Operating Procedures of the Commonwealth Court of Pennsylvania

Annex A

TITLE 210. APPELLATE PROCEDURE

PART II. INTERNAL OPERATING PROCEDURES

CHAPTER 67. COMMONWEALTH COURT

Subchapter A. INTERNAL OPERATING PROCEDURES OF THE COMMONWEALTH COURT

GENERAL PROVISIONS

§ 67.9. Emergency Applications.

(a) An emergency application is defined as an application filed during non-business hours, including holidays and weekends. Filing of emergency applications outside of normal business hours will be allowed only when both of the following conditions are present:

(1) The application will be moot unless a ruling is obtained prior to noon of the next business day; and

(2) The application is being filed within two business days of the filing of the order sought to be reviewed.

(b) *Contents of emergency applications.* An emergency application shall include the following:

(1) An explanation of why an order of this Court is necessary, time sensitive and satisfies the threshold requirements set forth in (a)(1)—(2);

(2) An explanation of how service has been perfected upon the opposing party or, if service has not been made, a summary of the efforts to perfect service or explanation of why service is impossible or impracticable;

(3) Unless already docketed with this Court, a stamped "filed" copy of the relevant common pleas court order being appealed, as well as a copy of the notice of appeal that will be filed with this Court;

(4) Unless already docketed with this Court, a copy of the relevant petition for review, whether addressed to this Court's appellate or original jurisdiction;

(5) The appropriate filing fee or a sufficient pauper's affidavit.

(c) Each duty judge shall be available from 12:01 a.m. on the Monday commencing his or her duty week and remain available until 12:00 midnight on the Sunday concluding the duty week. The duty judge shall be available in Harrisburg Monday through Friday or shall advise the executive administrator, prothonotary or chief clerk of a telephone number at which he or she may be reached when not present in the Court's Harrisburg offices. The assigned duty judge shall make decisions in all emergency applications.

(d) The filing of an emergency application should be made by contacting this Court's prothonotary, the chief

clerk, the executive administrator or a deputy prothonotary who will accept the papers by the most expeditious means available, including fax or e-mail attachment, and assign the matter a docket number, if needed.

(1) The Court officer accepting the filing shall contact the emergency judge to make arrangements for consideration and disposition of the emergency application.

(2) If the duty week judge is not available, the emergency application shall be referred to the president judge and then to the associate judges in descending order of seniority, if the president judge is not available.

(3) The telephone number of the court officer accepting the filing of emergency applications shall be made available through the Court's after hours telephone message system (717-255-1600 or 717-649-5153).

[Pa.B. Doc. No. 06-2403. Filed for public inspection December 8, 2006, 9:00 a.m.]

Title 255—LOCAL COURT RULES

CUMBERLAND COUNTY

Arbitration Rules; Civil 96-1335

Order of Court

And Now, this 28th day of November, 2006, effective thirty (30) days after publication in the *Pennsylvania Bulletin*, the Cumberland County Rules of Procedure are amended as follows:

Rule 1301-1. All civil cases which are at issue in which the total amount in controversy is [**Thirty Five Thousand Dollars (\$35,000)**] **Fifty Thousand Dollars (\$50,000)** or less, exclusive of interest and costs, except those cases involving the title to real estate, shall be submitted for hearing and award to three members of the Bar [**of Cumberland County**] to be designated as a Board of Arbitrators.

Note: These rules are adopted pursuant to the authority of sec. 7361 of the Judicial Code of July 9, 1976, 42 Pa.C.S. sec. 7361. [**(Rules 450 et seq. for requirements of admission and membership in the Bar of Cumberland County)**].

[Formerly Local Rule 401.1]

Adopted May 15, 1981, effective May 15, 1981;
Amended December 21, 1992; effective February 1, 1993

The Court Administrator is directed to forward and file certified copies of this order in accordance with Pa.R.C.P. 239(c) and to forward a copy to the *Cumberland Law Journal*.

By the Court

EDGAR B. BAYLEY,
President Judge

[Pa.B. Doc. No. 06-2404. Filed for public inspection December 8, 2006, 9:00 a.m.]

NORTHAMPTON COUNTY

**Administrative Order 2006-14—Fee Schedules,
Register of Wills and Orphans' Court****Order of Court**

And Now, this 14th day of November, 2006, it is hereby ordered that the current schedule of fees charged by the Register of Wills and Clerk of the Orphans' Court shall continue until December 31, 2006. Effective January 1, 2007, the attached schedule of fees for the Register of Wills and Clerk of the Orphans' Court shall take effect.

A copy of this administrative order and the schedule of fees shall be published in the *Northampton County Reporter*.

Administrative Order 1999-9 is hereby vacated effective December 31, 2006.

By the Court

ROBERT A. FREEDBERG,
President Judge

REGISTER OF WILLS FEE SCHEDULE**EFFECTIVE JANUARY 1, 2007****PROBATE FEES**

NOTE: PROBATE FEES ARE BASED ON THE GROSS VALUE OF THE ESTATE, MINUS JOINTLY HELD ASSETS AND TRANSFERS. NO LETTERS WILL BE ISSUED UNTIL FEES ARE PAID IN FULL.

LETTERS OF ADMINISTRATION /LETTERS TESTAMENTARY

Value of Estate		Probate Fee
Under	\$ 5,000.00	\$ 15.00
\$5,001.00	25,000.00	30.00
25,001.00	50,000.00	50.00
50,001.00	75,000.00	75.00
75,000.00	100,000.00	100.00
100,001.00	150,000.00	120.00
150,001.00	250,000.00	150.00
250,001.00	350,000.00	250.00
350,001.00	450,000.00	350.00
450,001.00	550,000.00	450.00
550,001.00	650,000.00	550.00
650,001.00	750,000.00	650.00
750,001.00	850,000.00	750.00
850,001.00	950,000.00	850.00
950,001.00	1,000,000.00	950.00
<i>Each additional \$1,000,000.00, ADD</i>		400.00

MISCELLANEOUS LETTERS	40.00
DBNCTA, DBN, Ancillary, Pendente Lite, Durante Minoritate, Durante Absentia <i>(County Fee \$38.00, Cty. Records Impro. Fee \$2.00) Plus add all applicable fees</i>	
LETTERS OF ADMINISTRATION (Cause for Action Only)	40.00
<i>(County Fee \$38.00, County Records Impro. Fee \$2.00) Plus add all applicable fees</i>	
RENUNCIATIONS (Must be notarized)	5.00

Important Notice: AN ADDITIONAL PROBATE FEE MAY BE ASSESSED ONCE THE APPRAISEMENT IS RECEIVED FROM THE DEPARTMENT OF REVENUE. A STATEMENT WILL BE MAILED.

REGISTER OF WILLS FEE SCHEDULE**EFFECTIVE JANUARY 1, 2007**

AFFIDAVIT OF DEATH	10.00
BOND (Personal or Secured)	10.00
CAVEATS	
Answer to Caveat	20.00
Bond for Caveat (Refundable if no hearing is scheduled. An additional fee will be assessed if hearing fees exceed \$1,000.00)	1,000.00
File Caveat & Bond	50.00
Informal Caveat	25.00
Register of Wills Hearing	100.00
Reschedule Hearing	50.00
CERTIFIED COPIES	
Certified Copy of Will, First Page	10.00
Each Additional Page	1.00
Certification to Will or others papers (Copies presented)	5.00
CLOSING LETTER (REVENUE CERTIFICATE)	10.00
EXEMPLIFIED COPY OF WILL OR OTHER RECORDS	25.00
Received from outside source	
EXEMPLIFIED COPY OF WILL OR OTHER RECORDS	40.00
Prepared by our office	
FEDERAL 706	10.00
INHERITANCE TAX RETURN (Fee added at time of probate-one original & one copy must be filed) (<i>County Fee \$13.00, County Records Improvement Fee \$2.00</i>)	15.00
INHERITANCE TAX CERTIFICATION (Received from outside source)	10.00
INHERITANCE TAX CERTIFICATION (Prepared by our office)	20.00
INVENTORY & VALUATION (Fee added at time of probate-one original filed)	10.00
JCP FEE (Judicial Computer Filing Fee) <i>Add to each 1st filings for petitions for letters</i>	10.00
PHOTOCOPIES (Each page)	.50
If request is received by mail, add research fee	5.00
RETURNED CHECK FEE	25.00
RECORD WILL (To put on file only, no probate)	40.00
SHORT CERTIFICATE	5.00

ORPHANS' COURT FEE SCHEDULE**EFFECTIVE JANUARY 1, 2007****ALL FILING FEES MUST BE PAID IN FULL BEFORE CASES CAN BE PRESENTED TO COURT
ACCOUNTS FOR AUDIT: (FORMAL ACCOUNTING)**

To determine the cost of filing a formal account, please add the account fee, the advertising fee, and the schedule of distribution fee.

Account Fee

The following fees are based on the gross value of the estate:

\$25,000.00 or less	\$35.00
\$25,001.00 to \$100,000.00	50.00
Over \$100,001.00	65.00
Advertising the Account	85.00
Schedule of Distribution	35.00
Certification to distribution (Copy presented)	5.00
Certification to distribution (Copy prepared by our office) First Page	10.00
Each additional page	1.00
ADOPTIONS:	
Adoption Petition	60.00
(Includes certification to New Castle for new birth certificate & one Certificate of Adoption)	
When the final decree is signed, you must have the form for the birth certificate, a check for the new birth certificate and the certificate of adoption form completed (County Fee \$50.00, JCP Fee \$10.00)	
Adoption certificate	5.00
Foreign adoption	45.00
(To record foreign adoption in PA, certified copy of birth certificate & copies of the original adoption papers with translated copies of the adoption papers must be filed along with a request for birth certificate form, a check for the new birth certificate, certificate of adoption form, and statement of citizenship and residency. <i>This fee includes one adoption certificate</i>).	
Consent for Adoption	40.00
AFFIDAVIT OF MINOR'S COMPROMISE	20.00
ANNUAL OR BI-ANNUAL REPORT	20.00
APPEAL TO SUPREME OR SUPERIOR COURT (County Fee)	75.00
CHECK PAYABLE TO SUPERIOR OR SUPREME COURT	60.00
(A check payable to the Supreme or Superior Court must accompany the Appeal)	
BIRTH CERTIFICATE , Including Search of Record	10.00
CERTIFICATION OF ANY PAPER (Copy Supplied)	5.00
CERTIFICATION OF ANY PAPER (Copy made by our office) First Page	10.00
Each Additional Page	1.00

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ORPHANS' COURT FEE SCHEDULE**EFFECTIVE JANUARY 1, 2007****CITATIONS:**

Cit., Pet. & Order, includes one certified copy of the citation and proof of service (County Fee \$40.00, County Records Improvement Fee \$2.00)	42.00
Each additional citation to be certified	5.00
Add JCP Fee if applicable	10.00
CLAIM: Filing & Indexing	10.00
Satisfying claim in docket	5.00
COUNSELING FEE	75.00
DEATH CERTIFICATE , Including Search of Record	10.00
DISCLAIMER	10.00
ELECTION TO TAKE UNDER OR AGAINST WILL	10.00
EXEMPLIFICATION OF RECORD (County \$38.00, County Improvement Fee \$2.00)	40.00
EXCEPTIONS	10.00
FAMILY SETTLEMENTS & AGREEMENTS Releases or Discharges attached (County Fee \$43.00, County Rec. Improvement Fee \$2.00, OC)	45.00
GUARDIAN INVENTORY	10.00
GUARDIAN CERTIFICATE	5.00
INFORMAL ACCOUNTS Releases or Discharges attached (County Fee \$43.00, County Records Improvement Fee \$2.00, OC)	45.00
JCP FEE (Judicial Computer Filing Fee)	10.00
(Add to each petition for first filings in petitions for adoptions, minors, alleged incapacitated persons and inter vivos trust)	
MARRIAGE CERTIFICATE (Including search of record)	10.00
MARRIAGE LICENSE Includes one certified copy (County Fee \$27.00, County Rec. Improvement Fee \$2.50, State Fee \$20.50)	50.00
OBJECTIONS	10.00
PETITIONS (Whatever Nature): Order & first page of petition	32.00
Each additional page, not counting exhibits or affidavits (County Fee \$30.00, County Records Improvement Fee \$2.00)	1.00
PHOTOCOPIES , Each Page (If request received by mail, add research fee)	.50 5.00
PLACEMENT REPORT (Counseling Fee)	75.00
POWER OF ATTORNEY	20.00
RELEASES, RECEIPTS & SATISFACTION OF AWARDS	15.00
RETURNED CHECK FEE	25.00
RELINQUISHMENTS (Includes one certified copy of the decree)	50.00
RULE, PETITION & ORDER (County Fee \$35.00, Cty. Records Impr. Fee \$2.00)	37.00
SUBPOENA	5.00
TERMINATIONS (Includes one certified copy of the decree)	50.00
TRUSTEE'S INVENTORY (Page 2)	10.00