

FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY

General Court Regulation No. 2007-01

In Re: Service of Orders and Notices as Provided in Pa.R.Crim.P. No. 114

Pennsylvania Rule of Criminal Procedure No. 114 provides that the clerk of courts shall serve on each party's counsel or the party, if unrepresented, all orders and court notices unless the president judge has promulgated a local rule designating service to be by the court or court administrator.

In Philadelphia County, by custom and long-standing local practice, due in part to the Court's extensive case-load, service of notices and orders has been effectuated not by the Clerk of Quarter Sessions, who is the clerk of court, but by the Court through various court offices, officials and employees of the First Judicial District of Pennsylvania.

Accordingly, as authorized by Pennsylvania Rule of Criminal Procedure No. 114, employees of the First Judicial District are authorized to continue to serve notices and court orders on each party's counsel or on the party, if unrepresented. The employee of the First Judicial District who serves a particular notice or order shall make a notation on the notice, order, docket or other location concerning the date and manner served.

This General Court Regulation is issued in accordance with Pa.R.Crim.P. 114, will become effective immediately. As required by Pa.R.Crim.P. No. 105, the original General Court Regulation will be filed with the Prothonotary in a Docket maintained for General Court Regulations issued by the President Judge of the Court of Common Pleas of Philadelphia County, and with the Clerk of Quarter Sessions. Copies will be submitted to the Administrative Office of Pennsylvania Courts, the Legislative Reference Bureau and the Criminal Procedural Rules Committee. Copies of the Regulation will also be submitted to *American Lawyer Media*, *The Legal Intelligencer*, *Jenkins Memorial Law Library*, and the law library for the First Judicial District, and will be posted on the website of the First Judicial District of Pennsylvania at <http://courts.phila.gov>.

BY THE COURT:

/s/ C. Darnell Jones, II

HON. C. DARNELL JONES, II
PRESIDENT JUDGE
COURT OF COMMON PLEAS
PHILADELPHIA COUNTY

Date: November 13, 2007