

NOTICE TO THE BAR

Effective immediately, the attached Petition and Order are to be used by all parties requesting access to Domestic Relations records pursuant to Family Court Administrative Regulation 97-1.

All requests for Protection From Abuse records should be filed in the Domestic Violence Unit, Room #242, 34 S. 11th Street. Requests for all other Domestic Relations records should be filed with the Clerk of Family Court, Room #B-16, 34 S. 11th Street.

Date: February 28, 2001

ESTHER R. SYLVESTER
ADMINISTRATIVE JUDGE
FAMILY COURT DIVISION

IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY
: FAMILY COURT DIVISION

PLAINTIFF/PETITIONER (IN DR CASE)
VS.

PROTECTION FROM ABUSE CASE NO.
(IF APPLICABLE)

DEFENDANT/RESPONDENT (IN DR CASE)

PACSES CASE ID NO. (IF APPLICABLE)

DOCKET NUMBER

**PETITION FOR ACCESS TO DOMESTIC RELATIONS CASE RECORD
(PURSUANT TO FAMILY COURT ADMINISTRATIVE REGULATION 97-1)**

TO THE HONORABLE, THE JUDGES OF SAID COURT,

The petition of _____ respectfully represents:

1. PETITIONER is _____, who is neither a party to the above-captioned domestic relations case, nor the attorney of record in the domestic relations case for a party to the case;
2. PETITIONER's residential address is: business address is:

3. Pursuant to the provisions of Family Court Administrative Regulation 97-1, PETITIONER is seeking access to the domestic relations case record in the above-captioned matter, which is:

A Protection From Abuse matter [FILE THIS PETITION AT: DOMESTIC VIOLENCE UNIT, ROOM 242, FAMILY COURT BUILDING, 34 S. 11TH ST., PHILADELPHIA, PA. 19107]

A support and/or custody and/or divorce matter [FILE THIS PETITION AT: CLERK OF FAMILY COURT, ROOM B-16, FAMILY COURT BUILDING, 34 S. 11TH ST., PHILADELPHIA, PA. 19107]

4. Petitioner is seeking access to the domestic relations case record to (check all that apply):
 Review only Review record and copy document(s) from same
 Obtain Certified copies of documents Obtain Certified copy of entire record
 OTHER (SPECIFY):

5. PETITIONER is seeking the indicated access to this domestic relations case record for the following reason(s) (Specify reason(s) and attach supporting documentation, if any, of the reason(s) for which access to the domestic relations record is requested, e.g. documentation of the other civil, criminal, or administrative action for which the access to the domestic relations record is sought, including the names of the parties to the other action and the identifying case and/or docket number of the other action):

WHEREFORE, the Petitioner prays this Honorable Court to GRANT the relief requested in this Petition.

(Petitioner)

I verify that the statements made in this Petition for Special Relief are true and correct. I understand that false statements herein are made subject to the penalties of 18 Pa.C.S. §4904 relating to unsworn falsification to authorities.

Date of Filing:

(Petitioner)

IN THE COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY

: FAMILY COURT DIVISION

:
:

PLAINTIFF/PETITIONER (IN DR CASE)
VS.

PROTECTION FROM ABUSE CASE NO.
(IF APPLICABLE)

:
:

DEFENDANT/RESPONDENT (IN DR CASE)

PACES CASE ID NO. (IF APPLICABLE)

:
:

DOCKET NUMBER

ORDER

AND NOW, this _____ day of _____, _____, upon consideration of the attached PETITION FOR ACCESS TO THE DOMESTIC RELATIONS CASE RECORD OF THE ABOVE-CAPTIONED MATTER, filed by _____, pursuant to the provisions of Family Court Administrative Regulation 97-1, it is hereby ORDERED, ADJUDGED AND DECREED that:

- The PETITION FOR ACCESS TO THE DOMESTIC RELATIONS RECORD IS **DENIED**.
- The PETITION FOR ACCESS TO THE DOMESTIC RELATIONS CASE RECORD IS **GRANTED**. The individual or entity requesting access to the domestic relations case record in this matter may contact the following individual or their designee to make arrangements to review the case record (this Order must be presented at the time of record review, if applicable):
 - PROTECTION FROM ABUSE RECORDS - Margaret Sweeney, Supervisor, Domestic Violence Unit, Family Court Building, Room 242, 34 S. 11th Street, Philadelphia, Pa. 19107, (215) 686-3515;
 - ALL OTHER DOMESTIC RELATIONS RECORDS - Mark Alleva, Clerk of Family Court, Family Court Building, Room B-16, 34 S. 11th Street, Philadelphia, Pa. 19107, (215) 686-3805, 3806, 3807;
- The attached Rule is being served upon the following party(s) to the domestic relations case to show cause why the relief requested in the PETITION FOR ACCESS TO DOMESTIC RELATIONS CASE RECORD should not be granted: Plaintiff/Petitioner Defendant/Respondent
- A certified copy of the record is to be provided to _____,
 - at _____ 34 S. 11th Street, Room _____, on _____, at _____ .M.
 - at _____, on _____, at _____ .M.
- Other: _____

BY THE COURT:

J.