

IN THE COURT OF COMMON PLEAS OF LYCOMING COUNTY, PENNSYLVANIA

IN RE:

TRANSFER OF DOMESTIC RELATIONS  
DOCKETING

.....

~~MD-18-00006~~

SUZANNE M. TEBEL  
PROTHONOTARY &  
CLERK OF COURTS

2018 SEP 20 PM 4:16

FILED  
LYCOMING COUNTY

ADMINISTRATIVE ORDER

AND NOW, this 20th day of September 2018, pursuant to 23 Pa.C.S. Sections 4305(a)(5) and 4341(a) of the Domestic Relations Code, IT IS HEREBY ORDERED and DIRECTED that effective January 1, 2019:

1. The Lycoming County Domestic Relations Section (hereafter referred to as "Domestic Relations Section") shall be the filing office for pleadings and documents for child support, spousal support, and alimony *pendente lite* actions as required by Rule 1910.4 of the Pennsylvania Rules of Civil Procedure.
2. Actions for child support and spousal support shall be commenced by filing a complaint in the Domestic Relations Section.
3. Actions for alimony *pendente lite* shall be commenced by filing a complaint in the Domestic Relations Section if a divorce complaint has been filed with the Prothonotary.
4. The Lycoming County Domestic Relations Section shall have the power and duty to affix and attest the seal of the Court to all the processes thereof relating to Domestic Relations and to the certifications and exemplifications of all documents and records pertaining to the Domestic Relations Section and the business of the Court which relate to the Domestic Relations Section.
5. The Lycoming County Domestic Relations Section shall not require payment of a filing fee to commence or modify an action.
6. The Lycoming County Domestic Relations Section shall collect any fees authorized by statute through the Pennsylvania Child Support Enforcement System (PACSES). Such fees include but are not limited to genetic testing fees, federally mandated annual fees, and fees associated with statewide court operations referenced in 204 Pa. Code § 29.351.

7. All existing Domestic Relations Docket physical/paper files in the possession and control of the Prothonotary of Lycoming County shall be transferred from the Office of the Prothonotary to the Office of the Lycoming County Domestic Relations Section and shall remain in the possession and control of the Lycoming County Domestic Relations Section in accordance with applicable laws. Said Domestic Relations Docket files shall not be destroyed unless authorized by the President Judge of the Twenty-Ninth Judicial District.
8. The Prothonotary of Lycoming County shall maintain and preserve all digital, electronic, microfiche/microfilm, and other-format copies of any Domestic Relations Docket files. Said items shall not be destroyed or altered in any manner unless authorized by the President Judge of the Twenty-Ninth Judicial District.

By the Court,



Honorable Nancy L. Butts, President Judge

cc: Nancy L. Butts, President Judge  
Joy Reynolds McCoy, Administrative Judge for Domestic Relations Section  
Marc F. Lovecchio, Judge  
Eric R. Linhardt, Judge  
Adrienne J. Stahl, District Court Administrator  
Domestic Relations Section  
Suzanne M. Fedele, Prothonotary/Clerk of Courts  
District Attorney's Office  
Public Defender's Office  
Karl A. Demi, II, Director of Information Services  
Mark Lusk, Sheriff  
Lycoming Law Association  
Gary L. Weber, Lycoming Reporter