ADAMS COUNTY COURT OF COMMON PLEAS
RULES OF JUVENILE COURT PROCEDURE

Rule 205. Electronic Filing and Service of Legal Papers

A. The Administrative Office of Pennsylvania Courts and the 51st Judicial District have agreed upon an implementation plan for electronic filing of delinquency legal papers through the statewide system known as PACFile.

B. All parties are authorized to electronically file legal papers through PACFile with the clerk of courts in cases in the Adams County Court of Common Pleas, 51st Judicial District.

C. Any party may, but is not required to, utilize PACFile for any document except the following:
   1. applications for search warrants,
   2. applications for arrest warrants,
   3. submissions filed *ex parte* as authorized by law, and
   4. exhibits offered into evidence, whether or not admitted, in a court proceeding.

D. Any party who is unable or declines to participate in PACFile may file legal papers in a physical paper format with the clerk of courts, and shall be served legal papers in a physical paper format by the clerk of courts and other parties to the case. However, pursuant to Pa.R.J.C.P. 205(D)(2), establishment of a PACFile account shall constitute consent to participate in electronic filing, including acceptance of service electronically of any document filed in PACFile.

E. Parties utilizing PACFile shall serve physical paper format copies on all parties to the case who do not utilize PACFile, pursuant to Pa.R.J.C.P. 167(B) and Pa.R.J.C.P. 345(B). When utilizing PACFile, parties shall not be required to serve the court administrator.

F. Pursuant to the authorization provided under Pa.R.J.C.P. 205(B)(2), all attorneys shall be required to file delinquency legal papers electronically through PACFile in the 51st Judicial District, subject to the provisions in this Rule. The effective date of commencement of this requirement is March 9, 2022, which is the effective date for which mandatory attorney requirement for use of PACFile became authorized for criminal court after a two-year period elapsed.

Rule 1205. Electronic Filing and Service of Legal Papers

A. The Administrative Office of Pennsylvania Courts and the 51st Judicial District have agreed upon an implementation plan for electronic filing of dependency legal papers through the statewide system known as PACFile.

B. All parties are authorized to electronically file legal papers through PACFile with the

clerk of courts in cases in the Adams County Court of Common Pleas, 51st Judicial District.

C. Any party may, but is not required to, utilize PACFile for any document except the following:
    1. submissions filed *ex parte* as authorized by law, and
    2. exhibits offered into evidence, whether or not admitted, in a court proceeding.

D. Any party who is unable or declines to participate in PACFile may file legal papers in a physical paper format with the clerk of courts, and shall be served legal papers in a physical paper format by the clerk of courts and other parties to the case. However, pursuant to Pa.R.J.C.P. 1205(D)(2), establishment of a PACFile account shall constitute consent to participate in electronic filing, including acceptance of service electronically of any document filed in PACFile.

E. Parties utilizing PACFile shall serve physical paper format copies on all parties to the case who do not utilize PACFile, pursuant to Pa.R.J.C.P. 1167(B) and Pa.R.J.C.P. 1345(B). When utilizing PACFile, parties shall not be required to serve the court administrator.

F. Pursuant to the authorization provided under Pa.R.J.C.P. 1205(B)(2), all attorneys shall be required to file dependency legal papers electronically through PACFile in the 51st Judicial District, subject to the provisions in this Rule. The effective date of commencement of this requirement is March 9, 2022, which is the effective date for which mandatory attorney requirement for use of PACFile became authorized for criminal court after a two-year period elapsed.

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