

1 IN THE COURT OF COMMON PLEAS OF ADAMS COUNTY, PENNSYLVANIA

2 Administrative Order

3 No. 8 of 2026

4 In Re: Adams County Rules of Criminal Procedure

5 **ORDER OF COURT**

6 AND NOW, this 10<sup>th</sup> day of April, 2026, it is hereby Ordered that the Adams County Rules of  
7 Criminal Procedure are amended as follows:

8 Rule 117[(B)]. Coverage.

9 **A. Reserved.**

10 **B. Adams County shall operate with a traditional on-call system for magisterial district**  
11 **judges in order to provide continuous coverage as required by Pa.R.Crim.P. 117. The**

12 **exact on-call schedule shall be established annually by Administrative Order.** The assigned  
13 on-call magisterial district judge shall be in contact with the Adams County Central Booking  
14 facility via [**video-conferencing**] **videoconferencing** daily at **approximately** 4:00 P.M., 10:00  
15 P.M., and 8:30 A.M. for the conducting of business which shall include receiving criminal  
16 complaints, conducting preliminary arraignments, setting bail, and any other business permitted  
17 by the Rules of Criminal Procedure.

18 **C. In regard to setting and accepting bail, the following conditions shall apply in order to**  
19 **ensure continuous coverage:**

20 **1. For all bail matters under the control of the magisterial district courts, each**  
21 **magisterial district court shall be responsible for setting and accepting bail for**  
22 **their own district court during regular business hours.**

23 **i. In the instance that a magisterial district judge is unavailable during**  
24 **business hours to address an immediate bail matter, the on-call**  
25 **magisterial district judge shall have jurisdiction to address matters of bail.**

1                    **ii. For purposes of Central Court, MDJs shall have county-wide jurisdiction**  
2                    **to effectuate the presiding over preliminary hearing matters, to include**  
3                    **addressing matters of bail.**

4                    **2. For all bail matters under the control of the court of common pleas, the court shall**  
5                    **be responsible for setting bail, and the Clerk of Courts shall be responsible for**  
6                    **accepting bail during regular business hours.**

7                    **3. During non-business hours and on any day for which the 51st Judicial District is**  
8                    **closed due to a holiday, weather-related event or emergency, the on-call**  
9                    **magisterial district judge shall be responsible for setting bail as needed, and the**  
10                   **Adams County Booking Center shall be responsible for accepting bail.**

11                   **i. On Fridays when the 51st Judicial is not closed entirely due to a holiday,**  
12                   **weather-related event or emergency, and solely in regard to bail matters**  
13                   **under the control of the magisterial district courts, coverage for accepting**  
14                   **bail shall be performed by the on-call magisterial district judge between**  
15                   **the hours of 12:00 PM and 4:30 PM.**

16 Rule 527. Realty Bail.

17                   **A. Because of the complexities of posting real estate to satisfy a monetary condition of release**  
18                   **on bail, realty bail may only be processed during normal business hours in the 51st**  
19                   **Judicial District.**

20 **[A] B.** In cases where realty is posted as bail, the following procedures shall be applied to determine  
21 the value of the realty and the equity in it:

22                   1. The fair market value of the realty shall be established by a written appraisal report  
23                   prepared by a real estate broker duly licensed in Pennsylvania, within three (3) months  
24                   of the date of presentation of the report; or by multiplying the assessed value of the  
25                   realty (land and improvements) by the common level ratio factor prescribed by the

1 Pennsylvania Department of Revenue from time to time for transfer tax purposes.

2 2. The equity in realty shall be determined by considering the appraisal and a lien  
3 certificate signed by any attorney at law authorized to practice in this Commonwealth,  
4 including the solicitor of the Recorder of Deeds, Prothonotary, Tax Claim Bureau, or a  
5 duly authorized agent of a title insurance company licensed to do business in  
6 Pennsylvania. The certificate must identify all liens against the property and the face  
7 amounts thereof. Statements from lienholders about current balances may also be  
8 considered.

9 **[B.] C.** Certificates and appraisals shall be presented to the Magisterial District Judge or to the Clerk  
10 for determination of the acceptability of the realty for bail purposes. A defendant may appeal  
11 any adverse ruling to the Court.

12 **[C.] D.** The official with whom bail is posted shall collect a fee to enter and satisfy judgment in an  
13 appropriate office in the county in which the realty is situated. **[Until changed, the] The** fee for  
14 judgments in Adams County shall be **[\$14.50] indicated on the fee schedule for the Clerk of**  
15 **Courts Office as established by that office and approved by the President Judge.**

16 Defendant must produce proof of the fee for any county other than Adams.

17 **[D.] E.** If a Magisterial District Judge accepts such bail, the Magisterial District Judge shall transmit  
18 the judgment and satisfaction fee and a certified copy of the bail bond to the Clerk's office. In  
19 all instances when realty is accepted, the Clerk shall transmit to the Court a certified copy of the  
20 bail bond, together with a proposed order directing that judgment be entered against both the  
21 defendant and surety in favor of the Commonwealth of Pennsylvania, to the use of the County  
22 of Adams.

23 **[E.] F.** Upon receipt of an order signed by a judge, the Clerk shall transmit a certified copy of the  
24 order, the judgment and satisfaction fee, and a certified copy of the bail bond to the appropriate  
25 office for entry of judgment.

1 [F.] G. In Adams County, the appropriate office for entry of judgment shall be the Prothonotary's  
2 office.

3 [G.] H. The order shall be substantially in the following form:

4  
5 (CAPTION)

6 ORDER

7 And Now, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, it is ordered that judgment in the  
8 amount of \$ \_\_\_\_\_ be entered in favor of the Commonwealth of Pennsylvania, to the use of the  
9 County of Adams, and jointly against \_\_\_\_\_ and \_\_\_\_\_. No execution shall proceed against the  
10 judgment defendants without leave of court. No interest shall accrue on the judgment unless and until  
11 an order forfeiting bail is entered against judgment defendants in the criminal case. When the bail  
12 obligation is satisfied, the Clerk of Courts shall promptly direct the appropriate officer to satisfy the  
13 judgment.

14 By the Court,

15 \_\_\_\_\_  
16 J.

17 Rule 528. Monetary Condition of Release on Bail.

18 **[In addition to the forms of security permitted by Pa.R.Crim.P. 528 to satisfy monetary**  
19 **conditions of bail, a defendant or other surety may deposit the following forms of security in lieu**  
20 **of cash:**

- 21 **A. Certified Check payable to the Clerk of Courts and issued by a bank with a branch office**  
22 **located in Adams County, when security is being deposited directly with the Clerk of**  
23 **Courts.**
- 24 **B. Money Orders when the Office of the Clerk of Courts is closed for business and security is**  
25 **being deposited at the Adams County Adult Correctional Complex.]**

1 **In cases for which a monetary condition of bail is imposed, the following forms of payment of bail**  
2 **may be accepted:**

3 **A. During normal business hours, the Magisterial District Judges and the Clerk of Courts**  
4 **may accept cash, a cash equivalent, bearer bonds and/or surety bonds. Credit card**  
5 **payments shall not be accepted for payment of bail, including through use of the bail**  
6 **payment system available from the Administrative Office of Pennsylvania Courts.**

7 **B. During non-business hours and on any day for which the 51st Judicial District is closed**  
8 **due to a holiday, weather-related event or emergency, the Adams County Booking Center**  
9 **may accept cash, a cash equivalent, bearer bonds and/or surety bonds, and is authorized**  
10 **to limit the amount of cash it will accept, provided the Adams County Booking Center**  
11 **establishes written policy to describe this limitation and which policy must be approved**  
12 **by the President Judge.**

13 **C. On Fridays for which the 51st Judicial District is not closed entirely due to a holiday,**  
14 **weather-related event or emergency, and between the hours of 12:00 PM and 4:30 PM,**  
15 **and solely in regard to bail matters under the control of the magisterial district courts, the**  
16 **on-call magisterial district judge may accept cash, a cash equivalent, bearer bonds and/or**  
17 **surety bonds, and is permitted to refuse to accept cash if the magisterial district judge**  
18 **believes the cash amount cannot be safely maintained due to inability to timely deposit the**  
19 **cash at a financial institution, or other safety concern.**

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21 This rule amendment shall become effective after all the provisions of the Pennsylvania Rules  
22 of Judicial Administration 103 are met, to include the following:

- 23 1. A certified copy of this Order shall be submitted to the Criminal Procedural Rules Committee  
24 for review.
- 25 2. Upon receipt of a statement from the Criminal Procedural Rules Committee that the local rules

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are not inconsistent with any general rule of the Supreme Court, two (2) certified copies of this Order together with a computer diskette that complies with the requirement of 1 Pa. Code §13.11 (b), or other compliant format, containing the text of the local rule(s) adopted hereby shall be distributed to the Legislative Reference Bureau for publication in the Pennsylvania Bulletin.

- 3. One (1) certified copy of this Order shall be forwarded to the Administrative Office of the Pennsylvania Courts.
- 4. A copy of the proposed local rules shall be published on the 51<sup>st</sup> Judicial District website.
- 5. This Order shall be filed in the Office of the Prothonotary of Adams County and a copy thereof shall be filed with the Adams County Clerk of Courts and the Adams County Law Library for inspection and copying.
- 6. The effective date of the local rules shall be thirty (30) days after publication in the Pennsylvania Bulletin.

BY THE COURT,

THOMAS R. CAMPBELL  
President Judge

- df
- Board of Judges/Executive Assistants to the Board of Judges
- Magisterial District Judges (4)
- Court Administration
- County Commissioners/County Solicitor
- Adams County Adult Correctional Complex
- Clerk of Courts Office
- District Attorney's Office
- Public Defender's Office

1 Department of Probation Services

2 Adams County Law Library

3 Adams County Bar Association

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