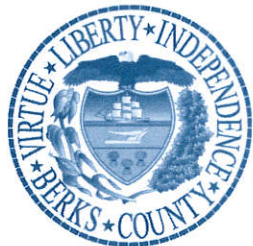


COUNTY OF BERKS, PENNSYLVANIA

Prothonotary



Courthouse, 2nd Floor
633 Court Street
Reading, PA 19601

Phone: 610.478.6970

Jonathan K. "J.D." Del Collo, Prothonotary

Ann L.R. Fitzgerald, Chief Deputy Prothonotary

March 1, 2019

The Berks County Prothonotary's Office has completed the journey of becoming a paperless office. Effective immediately any filing submitted over the counter or mailed into the Prothonotary's Office will now be scanned and returned to the filer to be held according to Pennsylvania Rules of Civil Procedure.

The time stamp on filings over the counter or mailed into office will be contained on the scan label.

Filings submitted through the mail, require a Self-Addressed Stamped Envelope for return of the filing.

Protection from Abuse Cases are available for the Attorney of Record to view through efiling with submission of the docket entries/docket descriptions listed below. All other PFA filings will need to be submitted over the counter or through the mail.

1. Appearance – Defendant
2. Appearance – Plaintiff
3. Appearance of
4. Entry/Withdrawal of Appearance
5. Withdrawal of Appearance
6. Notice of Appeal to Commonwealth Court
7. Notice of Appeal to Superior Court
8. Notice of Appeal to Supreme Court
9. Change of Address
10. Correspondence

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