

**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA  
PHILADELPHIA MUNICIPAL COURT  
CIVIL DIVISION**

**Municipal Court Administrative Regulation No. 2009-02**

*In Re: CLAIMS Electronic Filing System*

**ORDER**

The electronic filing of all civil trial activity from case initiation through post judgment proceedings by attorneys in the Philadelphia Municipal Court shall be mandatory effective: Monday, March 2, 2009.

Attorneys are reminded that a User Manual for the use of the CLAIMS Electronic Filing System is available on the First Judicial District's web site:

<http://www.courts.phila.gov/publications.html>

This Administrative Order shall be published in the *Pennsylvania Bulletin*. The original Administrative Order shall be filed with the Prothonotary in a docket maintained for Administrative Orders issued by the President Judge of the Philadelphia Municipal Court, and copies shall be submitted to the Administrative Office of Pennsylvania Courts and the Legislative Reference Bureau. Copies of the Administrative Order shall be submitted to American Lawyer Media, *The Legal Intelligencer*, Jenkins Memorial Library and the Law Library for the First Judicial District, and shall be posted on the website of the First Judicial District of Pennsylvania: <http://www.courts.phila.gov>.

BY THE COURT:

*/s/ Honorable Marsha H. Neifield*

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MARSHA H. NEIFIELD, President Judge  
Philadelphia Municipal Court

Dated: February 23, 2009

BY THE COURT:

*/s/ Honorable Bradley K. Moss*

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BRADLEY K. MOSS, Supervising Judge,  
Civil Division, Philadelphia Municipal Court

Dated: February 23, 2009