

**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA
COURT OF COMMON PLEAS OF PHILADELPHIA COUNTY**

TRIAL DIVISION - CIVIL

Administrative Order No. 02 of 2018

In re: Philadelphia Water Liens Filed pursuant to the Municipal Claim and Tax Lien Act (“MCTLA”), 53 P.S. §§ 7101-7505

ORDER

AND NOW, this 22nd day of January, 2018, it is hereby ORDERED and DECREED as follows:

- (1) effective January 22, 2018 and thereafter, the City of Philadelphia may electronically file and the Office of Judicial Records (formerly the “Prothonotary”) shall receive, City of Philadelphia Water Liens which shall be indexed and searchable through the dockets maintained by the Office of Judicial Records and the First Judicial District of Pennsylvania; and
- (2) effective January 22, 2018 the Office of Judicial Records shall assess and collect the filing fee required by its fee bill, 42 Pa.C.S. § 1725, as itemized in the *Fee Schedule of the Office of Judicial Records* which is available on the website of the First Judicial District at www.courts.phila.gov/pdf/prothyfees.pdf (see “Filing of a Lien as a First Filing”). Provided, however, that the filing fee may be added by the City of Philadelphia to the amount owed by the owner(s) of the real estate, shall be collected by the City of Philadelphia, and shall be paid to the Office of Judicial Records by the City of Philadelphia within ninety (90) days of the date the lien is marked satisfied.

It is further ORDERED and DECREED that:

- (a) the Office of Judicial Records shall migrate, as soon as practicable, all existing and unsatisfied Water Liens filed pursuant to the Municipal Claim and Tax Liens Act (“MCTLA”), 53 P.S. §§ 7101-7505, to the Banner case management system, and such liens shall be indexed and searchable through the dockets maintained by the Office of Judicial Records and the First Judicial District of Pennsylvania; and
- (b) the Office of Judicial Records shall continue to maintain an *in rem* index, the form and location of which shall be within the discretion of the Office Judicial Records.

This Order is issued in accordance with the Municipal Claim and Tax Liens Act (“MCTLA”), Act of May 16, 1923, P.L. 207, 53 P.S. §§ 7101-7505, Pa.R.C.P. No. 239 and the April 11, 1986 Order of the Supreme Court of Pennsylvania, Eastern District, No. 55 Judicial Administration. This Order shall be filed with the Office of Judicial Records in a docket maintained for Orders issued by the First Judicial District of Pennsylvania and shall be published in *The Legal Intelligencer*, and will be posted on the First Judicial District’s website at <http://courts.phila.gov>. One certified copy of this Order shall be filed with the Administrative Office of Pennsylvania Courts; two certified copies of this Order, and a copy on a computer diskette, shall be distributed to the Legislative Reference Bureau for publication in the *Pennsylvania Bulletin*. Copies shall be submitted to *American Lawyer Media*, the *Jenkins Memorial Law Library*, and the Law Library for the First Judicial District of Pennsylvania.

BY THE COURT:

/s/ Jacqueline F. Allen

Honorable Jacqueline F. Allen
Administrative Judge, Trial Division
Court of Common Pleas, Philadelphia County
First Judicial District of Pennsylvania