

Rule 520. Case Documents Public Access Policy

A. Establishment

Pursuant to the Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Court at Title 204.Chapter 213, this rule is adopted to define the [policy] **procedure** to be followed by this Court.

B. Election of [Policy] **Procedure**

In compliance with Section 7, this Court elects subsection [C] **A.** [Parties will be required to file in all filing offices under its jurisdiction two versions of any document, a “Redacted Version” and an “Unredacted Version.”] **As enumerated in the Public Access Policy, attorneys and self-represented parties shall not include confidential information in any document filed with the appropriate filing office (Clerk of Courts, Prothonotary and Clerk of the Orphans' Court) except on a Confidential Information Form as provided by the Administrative Office of Pennsylvania Courts (<http://www.pacourts.us/public-records/public-records-forms>).** The Public Access Policy with forms may also be found at: <http://www.court.co.lancaster.pa.us/>, <http://pa-lancastercountyclerkofcourts.civicplus.com/>, <https://pa-lancastercounty.civicplus.com/155/Prothonotary>, and <http://www.co.lancaster.pa.us/159/Register-of-Wills>.

Revised 10-26-17

Effective 1-6-18