



**COURT ADMINISTRATOR'S OFFICE
39TH JUDICIAL DISTRICT OF PENNSYLVANIA
FRANKLIN/FULTON COUNTIES**

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MEMORANDUM

To: All Practicing Attorneys – 39th Judicial District
From: Mark Singer, District Court Administrator for 39th Judicial District
CC: Board of Judges, Law Clerks, Judicial Assistants, Court Admin, and Clerk's & Prothonotary's Offices for Franklin and Fulton Counties
Subject: Filing of Legal Papers and Motion Judge Schedule 2025
Date: November 6, 2024

Rule 39-205.1 as interpreted by the Court, provides that a legal paper requiring the signature of, or action by a Judge may be filed, delivered or mailed to the Prothonotary as in Pa.R.C.P. 205.1. The Prothonotary will file the paper and then deliver to the Court Administrator for distribution to the appropriate Judge's Law Clerk for judicial consideration. **All such papers shall bear counsel's Supreme Court identification number.**

If a Judge has already been assigned, the Judge's name shall appear in the caption of all such papers.

Below is the Motion Judge Schedule for 2025:

<u>MONTH</u>	<u>JUDGE</u>
JANUARY	JUDGE ZOOK
FEBRUARY	JUDGE SPONSELLER
MARCH	JUDGE MEYERS
APRIL	JUDGE SHANK
MAY	JUDGE KROM
JUNE	JUDGE SPONSELLER
JULY	JUDGE ZOOK
AUGUST	JUDGE SHANK
SEPTEMBER	JUDGE KROM
OCTOBER	JUDGE MEYERS
NOVEMBER	JUDGE SPONSELLER
DECEMBER	JUDGE SHANK