

LANCASTER COUNTY

COURT OF COMMON PLEAS - CIVIL
OFFICE OF THE PROTHONOTARY
50 NORTH DUKE STREET
P.O. BOX 83480
LANCASTER, PA, 17608
PH: 717-299-7210 FAX: 717-293-7210

NOTICE TO ALL ATTORNEYS: CHANGE OF NAME OR ADDRESS

In order to maintain one comprehensive list of attorney names and addresses for the Court and Court related offices, it is requested that attorneys inform the Court of any change to their name or mailing address. An accurate address will insure that correspondence from the Court, such as court scheduling notices and court related invoices, will be received by each attorney in a timely manner. Please notify the Office of the Prothonotary of any name, mailing address, phone, fax or E-mail address changes using this form regardless of the type of law that you practice. Notification may be made to the Prothonotary at the above address or fax number.

Please complete the information below.

DATE OF SUBMISSION _____ DATE OF CHANGE _____ AOPC BAR NO. _____

ATTORNEY PREVIOUS NAME (IF APPLICABLE) _____

ATTORNEY CURRENT NAME _____

PREVIOUS FIRM NAME _____

CURRENT FIRM NAME _____

NEW MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE _____ FAX _____

EMAIL _____ @ _____