

**COURT OF COMMON PLEAS OF PHILADELPHIA  
TRIAL DIVISION - CIVIL**

PLAINTIFF	:	
	:	
	:	
Vs.	:	_____ Term, 20____
	:	
	:	No. _____
	:	
DEFENDANT	:	

**PRAECIPE TO ADD EMAIL ADDRESS FOR ELECTRONIC NOTICES**

**TO THE OFFICE OF JUDICIAL RECORDS:**

Kindly add the following email address(es) to my electronic filing account for purposes of receiving electronic notices:

Email Address(es) to be added (up to three (3) per e-filing account):

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I certify that the above email address(es) is/are accurate and that I am requesting electronic notices for my cases. I understand that electronic notices and filings will be sent to the email address(es) listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print

# VERIFICATION

I, \_\_\_\_\_, verify that the facts set forth in the foregoing are true and correct to the best of my information, knowledge, and belief.

I understand that the statements contained herein are subject to the Penalties of 18 Pa. C.S.A., Section 4904 relating to unsworn falsification to authorities.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print

Date: \_\_\_\_\_