

**FIRST JUDICIAL DISTRICT OF PENNSYLVANIA**

**PHILADELPHIA MUNICIPAL COURT**

**President Judge Administrative Order**

**No. 46 of 2021**

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**In re: Motions to Lift Bench Warrants**

**ORDER**

**AND NOW**, this 22nd day of December, 2021, this Court's prior Order of October 1, 2020 setting forth a protocol to file motions to lift or to vacate bench warrants within Philadelphia's Municipal Court and Court of Common Pleas is hereby **VACATED**.

With in-person bench warrant surrenders operational since September 2021, Municipal Court and Common Pleas Court have experienced a significant decline in e-filed motions to lift surrender bench warrants. Accordingly, consistent with the below date, motions to lift surrender bench warrants will no longer be accepted through Philadelphia Courts e-filing system. In its place, the following surrender measures should be followed:

Effective Monday, January 3, 2022, any individual desiring to surrender on a Philadelphia Municipal Court or Common Pleas Criminal Division bench warrant should report directly to Courtroom 403 of the Justice Juanita Kidd Stout Center for Criminal Justice between the hours of 7:30 a.m. - 10:00 a.m. for processing and ultimate review by the Court.

**BY THE COURT:**

*/s/ Patrick F. Dugan*

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**Patrick F. Dugan, President Judge  
Philadelphia Municipal Court**

*/s/ Lucretia Clemons*

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**Lucretia Clemons, Supervising Judge  
Trial Division – Criminal  
Court of Common Pleas, Philadelphia County**