

Rule 575. Motions and Motions Court

(a) There shall be a session of the Court for the optional presentation of motions every Monday, Wednesday, and Friday at 8:45 a.m., except on holidays and other times when no judge is available (“Motions Court”).

(b) Motions intended for consideration by a Motions Court Judge are not required to be filed in the Office of the Clerk of Courts in advance of such presentation. The Clerk of Courts or a designee shall be present at every session of Motions Court to receive such motions for filing. Motions are to be served upon the District Court Administrator concurrently with filing in accordance with Pa.R.Crim.P. 576(b)(1), (3).

(c) Motions presented at Motions Court must comply with Pa.R.Crim.P. 575(A) and (C), such as including the certificate of service required by Pa.R.Crim.P. 576(b)(4). No cover sheet or backer need be attached to the motion. Attaching a proposed order is encouraged, but not required.

(d) If the party presenting a motion at Motions Court, or otherwise filing a written motion, knows that the motion is consented to by the other party or parties, counsel for the moving party shall certify that consent within the motion so that the Court has that information in making a determination pursuant to Pa.R.Crim.P. 577 as to whether an answer and/or hearing and/or argument is necessary.