

Butler County Court of Common Pleas Division of Domestic Relations

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SHARON L. KENNEDY
ADMINISTRATIVE JUDGE
887-3788

EVA D. KESSLER
JUDGE
887-3346

ANTOINETTE M. LOLLI
COURT ADMINISTRATOR
887-3351

April 24, 2008

NOTICE TO ATTORNEYS AND THE PUBLIC

From: Annette Lolli, Court Administrator

Re: Approved Private Process Server List for Juvenile Court Cases

Pursuant to Juvenile Rule 49(D), Domestic Relations Court will only appoint approved private process servers for assigned juvenile court cases.

Butler County Juvenile Court - Juvenile Rule 49(D)

Upon proper application, those individuals whose name appears on this court's list of approved private process servers will be appointed to serve summonses, subpoenas, and other appropriate court documents. Any individual desiring to have their name added to this court's list of approved private process servers must file a request with the court. Said request must include, at a minimum, an affidavit attesting to the good character and reliability of that individual. The court may require the completion of a police background check prior to inclusion on said list.

This notice is to inform practicing attorneys and the public that they are required to use only the named individuals on the approved list as private process servers on assigned juvenile court cases heard at Domestic Relations Court. This change in policy will go into effect immediately.

The complete list of approved private process servers for Juvenile Court assigned cases (as of April 2008) can be obtained at Domestic Relations Court in the Case Management office.

Thank you for your attention to this matter.