



COUNTY OF FRANKLIN

KRISTIN D. NICKLAS

MAGISTERIAL DISTRICT JUDGE

GREEN TOWNSHIP
SOUTHAMPTON TOWNSHIP
BOROUGH OF ORRSTOWN
SHIPPENSBURG BOROUGH
IN FRANKLIN COUNTY

Magisterial District 39-3-04
1157 Garver Lane
P. O. Box 460
Scotland, PA 17254

OFFICE:
TEL (717) 263-7949
FAX (717) 261-1849

MODIFIED HEARING & PAYMENT PROCEDURES

HEARINGS:

- Upon arriving at the District Court, remain in your vehicle and contact the District Court at (717) 263-7949 to check in and for further instruction.
- Only parties listed on the hearing notice will be admitted in the building. If you intend to call a witness in your case, please contact our office prior to your hearing.
- Masks are required upon entering the District Court. If you do not have a mask, one will be supplied to you.
- One your Court proceeding has completed, please exit the Court promptly. All paperwork will be mailed to you and you can direct any questions to the office via telephone.

PAYMENTS:

- Payments can be made online at **www.ujportal.pacourts.us**
- Payments can also be made by mail (P.O. Box 460, Scotland PA 17254) or placed in the drobox in front of the District Court.
- The District Court will be open to accept in-person payments during normal business hours, however we ask that only one person be in the lobby at any given time. Please wait outside or in your vehicle if there is someone in the lobby.