



Brenda C. George, Prothonotary and Clerk of Courts
Armstrong County Courthouse
500 E. Market Street Suite 103
Kittanning, PA 16201 Phone: 724-548-3252

Mission Statement:

We are dedicated to maintaining accurate court records, promoting an environment of continuous improvement and enhancing our efficiency in delivering services to our customers which can be achieved through training and advanced technology.

Prothonotary

The Prothonotary is the chief custodian of the Civil Records of the Court of Common Pleas with the administrative responsibility for their safekeeping and preservation. Related duties include:

- Assessing fees associated with the filing of documents
- Maintenance of civil dockets and indices for public inspection
- General notarizing
- Collection and distribution of State mandated fees to appropriate agencies
- Maintenance of domestic relation records and filings.

Clerk of Courts

The Clerk of Courts is the chief custodian of the criminal records of the Court of Common Pleas including all related motions and filings. Related duties include:

- Maintenance of criminal cases certified to the Court of Common Pleas
- Maintenance of juvenile records
- Processing Commonwealth and Superior Court Appeals
- Assessment, collection and distribution of fines, costs and restitution

- Administers oaths and affirmations to public officials and court proceedings
- Reporting dispositions of criminal cases to Department of Transportation
- Processing bail
- Licensing private detectives
- Passport acceptance agent

View [Criminal Information](#) on the Web ([UJSPortal Instructions](#))

**E-Payments now available at the UJS Portal!!

☐☐☐ *Debit, Credit Cards accepted.*

Solicitor

James A. Favero, Esq.

216 N. Jefferson Street

Suite 2

Kittanning, PA 16201 **Passport Acceptance Facility**

Passport applications will be accepted Monday through Friday from 8:00 AM until 4:00 PM.
Passport pictures are available for \$10.00.

Visit the official Department of State website at travel.state.gov or contact the National Passport Information Center (NPIC) via toll-free at 1-877-487-2778 (TDD: 1-888-874-7793) and NPIC@state.gov

Links

- Fee Schedule
- [Prothonotary Fees](#)
- [Clerk of Court Fees](#)

- Birth Certificate Info
- [Pennsylvania](#)

- [Other States](#)

- [Passport Agency](#)

- Civil Forms
- [Civil Cover Sheet](#)

- [Praecipe for Settlement and Discontinuance or Satisfaction](#)

- [Praecipe for Reference to Board of Arbitrators](#)

- [Appearance Form](#)

- [Petition for License Suspension Appeal \(non-medical\)](#)

- [Notice to Resume Prior Surname \(Divorce\)](#)

- [Notice of Appeal from District Justice \(Four copies required\)](#)

- Criminal Forms
- [Notice of Appeal from Summary Conviction](#) (four copies required)
- [Waiver of Arraignment and Entry of Appearance](#)

- [Expungement Instruction Sheet under Rules 490, 790 and 791](#)

- [Petition for Expungement Pursuant to Pa.R.Crim.P.490](#)

- [Expungement Order for Summary Case under PA.R.Cr.490](#)

- [Petition for Expungement Pursuant to PaR.Crim.P 790](#)

- [Expungement Order for Court Case Under PA.R.Cr.790](#)

- [Petition for Expungement pursuant to Pa.R.Crim.P.791](#)

- [Expungement Order for Limited access under Pa.R. Crim.P.791](#)

- [Defendants Change of Address Form](#)

- [Local Rules of Court](#)
- [Armstrong County Attorneys](#)