

or wrongful or negligent act of a legal counsel or court official. **THOSE TWO VERY LIMITED CIRCUMSTANCES ARE THE ONLY BASIS FOR ALLOWING A NUNC PRO TUNC APPEAL!!** Individual or personal circumstances are NOT a basis for granting a *Nunc Pro Tunc* Appeal. In support of the request for permission to Appeal *Nunc Pro Tunc*, Appellant **MUST** completely set forth the allegations of fraud, wrongful or negligent acts committed by a **legal counsel** or **court official**, as well as exactly when this information was discovered (Attach exhibits and additional pages if needed). The Appellant hereby sets forth those matters:

I hereby verify that the statements made in this Petition are true and correct. I understand that any false statements herein are made subject to the criminal penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities, and that conviction of such an offense could result in a fine, court costs and possible imprisonment.

Date: _____

Appellant's Signature

COMMONWEALTH OF PENNSYLVANIA

: IN THE COURT OF COMMON PLEAS
: DAUPHIN COUNTY, PENNSYLVANIA

v.

:
:
:
:
:
:
:

APPELLANT

: CRIMINAL MATTER-SUMMARY APPEAL

COURT ORDER

AND NOW, to wit, this _____ day of _____, 20____,
a Hearing on the within Petition to Appeal Nunc Pro Tunc is scheduled for the _____ day
of _____, 20____, at _____ AM/PM, in Courtroom No. _____,
at the Dauphin County Courthouse, 101 Market Street, Harrisburg, PA 17101.

BY THE COURT:

, Judge

Distribution:

Clerk of Courts
District Attorney's Office
Court Administration
Appellant, address: _____

INFORMATION SHEET

for

APPEALS “NUNC PRO TUNC”

The directions within this Information Sheet provide general information about the law and appeal “Nunc Pro Tunc” process designed to help filers address their own legal needs. But general legal information is not the same as legal advice (which is the application of the law to an individual’s specific circumstances). Although we go to great lengths to ensure our information is accurate and useful, we recommend you consult a lawyer if you want professional assurance that our information, and your interpretation of it, is appropriate to your particular situation. We cannot and will not provide legal advice and to do so would be considered the unauthorized practice of law in this Commonwealth – which is a serious crime.

1. Complete the entire application form for “Petition to Appeal *Nunc Pro Tunc*”. The Clerk of Courts office cannot assist you in the drafting or completing this form. Failure to include all required information may result in the Petition being rejected by the Court. In such an event, you will need to re-file your Petition. There is a filing fee each time you file this Petition. As such, you are encouraged to consult an attorney or review the Rules of Criminal Procedure; then
2. Make 3 copies of your Petition; then
3. Bring all three (3) copies of your Petition plus the Original Petition to the District attorney’s Office which is located on the second floor of the Dauphin County Courthouse. The District Attorney’s Office will stamp your Petition forms and keep one copy; then
4. Take the two (2) remaining copies of your Petition plus the Original Petition to the Dauphin County Clerk of Courts Office, which is also located on the second floor of the Dauphin County Courthouse; then
5. Pay the filing fee of \$----- (Please see current fee schedule), which is payable by cash, certified check, or money order and made payable to the Dauphin County Clerk of Court. If you do not think that you can afford the filing fee, you may file a Petition to Proceed in Forma Pauperus (IFP) which is separate form you must complete.