

**United States Bankruptcy Court
for the Western District of Pennsylvania**

Copywork Request

If you need copywork from a particular bankruptcy case please provide as much information on the form, below. The request can be submitted by:

- (1) Submitting a pdf file of the *Copywork Request* via the Electronic Document Submission System (EDSS);
- (2) Mailing the *Copywork Request* to the Clerk's Office;
- (3) Depositing the *Copywork Request* in the Drop Box located at the entrance to the Clerk's Offices in both Pittsburgh and Erie; or,
- (4) Making a request by telephone. For Pittsburgh and Johnstown division cases call 412-644-2700 or for Erie division cases call 814-464-9740.

A member of the Clerk's Office staff will contact you with the fee and other information. Paper copies of case documents are \$0.50 per page.

If the bankruptcy case was filed from 2004 to the present, the quickest and easiest way to obtain a copy would be through the judiciary's Public Access to Court Electronic Records (PACER) service. Register for a PACER account at www.pacer.gov. Through PACER, case documents can be viewed and printed for a minimal fee.

Name: _____

Address: _____

Phone
Number: _____

Case Number: _____

Name of
Debtor: _____

Requested
Documents: _____

