



Register of Wills / Clerk of Orphans' Court
123 Wyoming Avenue Suite 521
Scranton Pa 18503-1632
570-963-6702

**Register of Wills/Orphans' Court Policies and Procedures
Effective June 22, 2020 until further notice.**

- All **PROBATES** will be by appointment only. Please call 570-963-6702. Please limit persons to only those who are necessary to complete the probate. At this time, our CONFERENCE ROOM used by attorneys will be closed until further notice. Appointments will be made AFTER all documents are received via email at kovaleskif@lackawannacounty.org. Please include the number of short certificates necessary and (3) choices of dates and times that you and your client are available.
- **PENNSYLVANIA INHERITANCE TAX PAYMENTS AND RETURNS** shall be placed in the drop box in the Main Lobby of the Lackawanna County Government Center on the first floor. Returns can also be mailed as usual. Time-stamped copies can be mailed back in your pre-paid self-addressed envelope along with your receipt.
- **ALL MARRIAGE APPLICATIONS** must be initiated on-line at www.lackawannacounty.org and will be completed by appointment only. Necessary documents: Government issued photo ID, Divorce Decree or Death Certificate (if previously married), Check or Money Order **ONLY**, made payable to Marriage License Bureau.
- **CERTIFIED COPIES OF MARRIAGE** can be requested by US mail or drop box at the LCGC. The application is on our web page at www.lackawannacounty.org. Submit the application with a \$20 Check or Money Order along with a self-addressed, stamped envelope. Phone the office at 570-963-6702 if you need further assistance.
- **EMERGENCY PETITIONS** may be filed in person. Phone office before arrival.
- The **RESEARCH CENTER** Title Searchers may view records on-line or call 570-963-6702 for an appointment. Genealogy requests should be sent via US mail with a self-addressed, stamped envelope for return along with a \$25 fee.