

Instructions to Settlement Class Members:

- Each Juvenile Settlement Class Member must submit a copy of his/her complete probation file and/or submit the release below.
- Each Parent Settlement Class Member who paid money to the Domestic Relations branch of the Luzerne County Court of Common Pleas must submit records and receipts of all payments made and/or submit the release below.
- Each Settlement Class Member – Juvenile or Parent – must submit a separate release.

**AUTHORIZATION TO RELEASE CONFIDENTIAL
COURT RECORDS AND INFORMATION**

I, _____, hereby authorize
[Settlement Class Member or Parent/Guardian if Settlement Class Member is a Minor]

the Luzerne County Juvenile Probation Department and the Domestic Relations branch of the Luzerne County Court of Common Pleas, and their employees, agents, and legal counsel, to release records to the Settlement Claims Committee in the civil actions pending at *Wallace v. Powell*, No. 09-0286 (M.D. Pa.) (Caputo, J.), and to provide and discuss all records and information concerning the following individual:

Name of Settlement Class Member: _____

Address: _____

Phone Number: _____

Date of Birth: _____

Social Security Number: _____

For purposes of this Release, “Records” means all documents created, collected or maintained by the Luzerne County Juvenile Probation Department and the Domestic Relations branch of the Luzerne County Court of Common Pleas, including but not limited to:

1. Documents and forms signed by the above-named Settlement Class Member and/or the above-named Settlement Class Member’s parent or guardian; notes, transcripts, reports, forms, or other electronic or written materials documenting any and all proceedings in the Luzerne County Juvenile Court involving the above-named Settlement Class Member, including but not limited to adjudicatory hearings,

disposition hearings, review hearings and probation revocation hearings; progress reports, medical, psychological and/or psychiatric evaluations, school records, treatment plans, Individual Service Plans (ISPs), incident reports, discharge recommendations, and discharge summaries, including but not limited to those prepared and/or submitted by a placement facility or other agency that supervised the above-named individual; police reports, allegation complaints, petitions alleging delinquency, summonses; and any and all written notes of interviews or meetings or other agency with above-named individual and/or above-named individual's parent(s) or guardian(s) family.

2. Documents sufficient to identify all monies paid the above-named Settlement Class Member, as a result of adjudications before former Judge Mark A. Ciavarella Jr., including, but not limited to, court costs, fees, fines, restitution, placement costs, electronic monitoring costs, and probation costs. These documents shall include, but not be limited to, the following: complaints filed by probation against the above-named Settlement Class Member named above for child support; court orders to pay child support; court orders to withhold income for support; income and expense statements regarding by the above-named Settlement Class Member; notices of payment owed by the above-named Settlement Class Member; receipts for payments made by the above-named Settlement Class Member; Participant Accounting Reports for the above-named Settlement Class Member; Account Statements for the above-named Settlement Class Member named above.

Copies of all documents should be sent to:

Claims Committee
c/o Sol H. Weiss, Esquire
Anapol Schwartz
1710 Spruce Street
Philadelphia, PA 19103.

A representative of the Claims Committee can be reached at 1-866-510-3030.

I hereby consent and authorize this Release of records and information.

Signature of Settlement Class Member

Date

Signature of Parent if Settlement Class Member is a Minor

Date