Maryland Judiciary Forms Subcommittee
c/o District Court Headquarters - Administrative Services
187 Harry S. Truman Parkway, 5th Floor
Annapolis, MD 21401
formssubcommittee@mdcourts.gov

JUDICIARY NEW / REVISED FORM REQUEST

Use this form to suggest a new form or recommend changes to an existing District Court or Circuit Court form. External use forms are for court and public use. Internal use forms are for court use only.

Request for:

- ☐ Circuit Court ☐ Internal Use ☐ External Use ☐ Internal & External Use
- ☐ District Court ☐ Internal Use ☐ External Use ☐ Internal & External Use

All local forms are created, modified, and maintained within the local jurisdiction and are not subject to review by the Forms Subcommittee or Administrative Services. Local forms submitted to the Forms Subcommittee may be found on CourtNet (Local Forms Index).

Justification for creating a new form or revising an existing form: _____

_____

Applicable Statute(s)/Rule(s): _____

_____

Details/Suggestions for Form Development. You must attach supporting documentation with suggested language or a marked up version of an existing form.

_____

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_____

New/Revised Form Request may be sent electronically to **formssubcommittee@mdcourts.gov** or mailed to the address above.

Within forty-five (45) days of receipt, the requestor is notified electronically whether the form request is granted, denied, or modified. If the request is granted, the form request is processed. If the request is denied, the requestor is advised of the basis for denial. Online forms are posted on the judiciary website within ninety (90) days from when the request is granted. External use forms are posted on mdcourts.gov (Court Forms Index); internal use forms are posted on CourtNet (Forms Index). The procurement process for paper forms is eight (8) to twelve (12) weeks from when request is granted.

Signature of Requestor	E-mail
Printed Name of Requestor	Telephone
Date	Address
	City, State, Zip

Internal Request (please choose or enter your specific work location):

Court/Agency	Location	Department

Send as E-mail Attachment

Reset