

Standard Operating Procedures

for

Judge W. Terrence O'Brien

705 City-County Building
414 Grant Street
Pittsburgh, PA 15219
Telephone: 412-350-5898

- In order to contact the Court, please email the following:
Charlene Baker charlene.baker@alleghencourts.us
Ms. Baker will direct you appropriately depending on your issue/concerns.
- When communicating with the Court via email, **ALL** parties must be included on the email unless directed otherwise.
- Please send all documents in PDF or Microsoft Word format. **Proposed orders should be attached separately in Microsoft Word format to allow editing by the Court.**
- All documents should include attorney contact information including an email address.
- If a party has concerns or needs clarification about scheduling in their case, they should contact Charlene Baker.