



COMMONWEALTH OF MASSACHUSETTS
THE TRIAL COURT
PROBATE AND FAMILY COURT DEPARTMENT
ADMINISTRATIVE OFFICE
JOHN ADAMS COURTHOUSE
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BOSTON, MA 02108

Angela M. Ordoñez
CHIEF JUSTICE

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To: Members of the Bar

From: Honorable Angela Ordoñez, Chief Justice *amo*
Probate and Family Court Department

Richard E. O'Neil, Statewide Supervisor *REO*
Probate and Family Court Department
Office of the Commissioner of Probation

Re: Court Activity Record Information (CARI)

Date: March 9, 2016

The Probate and Family Court Administrative Office in collaboration with the Office of the Commissioner of Probation is pleased to announce a plan to improve access to Court Activity Record Information (CARI) in advance of court proceedings that require this information.

Effective April 1, 2016 if an attorney is requesting the probation department in a specific division to run a CARI check on a petitioner in a guardianship of minor, guardianship of incapacitated adult, name change, or adoption proceeding, the attached form shall be completed within 72 hours prior to the scheduled hearing and sent to the probation department. The list of names in each division to direct this request is supplied below.

Once the request is received, the probation department will initiate a search and complete the section of the form labeled "For Probation Use Only" and attach a CARI printout to the form if a record is found. These records will be placed in the court file and available to the court and counsel on the day of the hearing. Please make every effort to provide as much information as possible on the form in order for probation to conduct a thorough and exhaustive search in their data base. Additionally, if you are making a request to a division that has multiple sites, please specify which location the case will be heard.

It is our hope that requesting this information in advance will have a positive impact on daily operations in both the probation department and the courtroom and allow for the expeditious processing of the case.

The names of two contact person(s) and the Chief Probation Officer are listed below along with their email addresses. Please send all inquiries by email to the Chief Probation Officer and one other name on the list in case the Chief is not available to respond to your request.

Barnstable Division:

Julie Bennett (CPO)
julie.bennett@jud.state.ma.us
rose.ponte@jud.state.ma.us
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Bristol Division:

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Franklin Division:

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Hampshire Division:

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Worcester Division:

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