

## **Information Sheet for Status Inquiry Form**

The Status Inquiry Form has been created to allow parties and attorneys a uniform method for making an inquiry when awaiting a written decision for a period of time. The time frame for use of the form is as follows:

- It has been over 30 days since a Motion(s) or Complaint for Contempt was taken under advisement.
- It has been over 60 days since a Post Judgment Motion was taken under advisement.
- It has been over 90 days since a Motion for Summary Judgment was taken under advisement.
- It has been over 5 months since a Trial was taken under advisement.

The time periods set forth in the form are deemed reasonable times upon which a party may expect to receive a decision given judges' considerable caseloads. Decisions in complex and lengthy trials may require more than five months to complete.

The form does not require the inclusion of name or contact information. Any information that becomes available as to when the decision will be issued will be conveyed by the Administrative Office to those who provide a name and telephone number. The identity of the person making the inquiry will not be revealed to anyone outside of the Administrative Office.

The Status Inquiry Form shall be submitted by email to [PFCAdmin@jud.state.ma.us](mailto:PFCAdmin@jud.state.ma.us) or mail to

Probate and Family Court Administrative Office  
3 Center Plaza, Suite 210  
Boston, MA 02108

The form may be found on the Probate and Family Court's website under the miscellaneous section of the forms page. Here is the direct link:  
<https://www.mass.gov/guides/probate-and-family-court-forms>