



WASHINGTON COUNTY COURT OF COMMON PLEAS PRO SE CENTER CUSTODY PACKET

NOTICE

ALL PARTIES INVOLVED IN LITIGATION ARE STRONGLY ENCOURAGED TO SEEK PROFESSIONAL LEGAL ADVICE FROM AN ATTORNEY. Court staff cannot offer any legal advice. The information in this packet is not a substitute for professional legal advice. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents.

If you desire to speak with an attorney and do not know one, you should call the Bar Association's Lawyer Referral Service (LRS) at (724)225-6710 to schedule a half-hour consultation with a licensed, insured attorney who has experience in the area of law related to your legal matter. The initial half-hour consultation with the attorney is \$25; any fees beyond the first half-hour should be discussed and agreed upon by you and the lawyer.

If you meet certain income and other qualifications, you may be able to secure an attorney through Southwestern PA Legal Services, at (724) 225-6170.

If you have questions about domestic violence or believe that you may be the victim of domestic violence, we strongly recommend that you contact the *Washington County Women's Shelter* at 724.223.8349.

If you suspect child abuse, please contact *CHILDLINE* at 1.800.932.0313. You can report suspected child abuse 24 hours per day and remain anonymous.

SPECIAL RELIEF PETITION & ORDER

***Special Relief** is any other motion requesting relief that is not available through the normal Custody Complaint, Motion to Modify or Petition for Contempt. The three (3) days notice Rule requires appropriate notice to the other party. Any non-emergency motion that is presented without complying with the three (3) day notice requirement will be rejected.*

Motions Court

If the Plaintiff's last name begins with A-La, Judge DiSalle will hear motions:

Monday through Thursday in Courtroom Number 3 at 9:00 AM.

Take the completed forms to Motions Court, no later than 9:00 a.m. Do NOT be late. Late motions will not be heard. Go into the Courtroom, sign in on the sheet, have a seat and wait your turn.

If the Plaintiff's last name begins with Lb-Z, Judge Moschetta-Bell will hear motions:

Monday, Tuesday, and Thursday in Courtroom Number 6 at 9:00 AM

Take the completed forms to Motions Court, no later than 9:00 a.m. Do NOT be late. Late motions will not be heard. Go into the Courtroom, have a seat and wait your turn.

Most issues presented in Motions Court require a separately scheduled hearing; therefore, the relief sought may not be granted immediately upon presentation of the motion. The presentation of the motion is not the time to argue the case, but to allow the judge to receive only the information necessary at that time.

MINIMUM 24 HOURS ORAL NOTICE MUST BE GIVEN TO THE OTHER SIDE WHEN FILING AN EMERGENCY PETITION. IF THE OTHER PARTY HAS A LAWYER, YOU MUST GIVE NOTICE TO THAT LAWYER.

IF YOU DO NOT ALREADY HAVE AN EXISTING COURT ORDER FOR CUSTODY, YOU MUST FILE A CUSTODY COMPLAINT AT THE SAME TIME YOU PRESENT YOUR EMERGENCY PETITION.

**IN THE COURT OF COMMON PLEAS OF WASHINGTON COUNTY
PENNSYLVANIA**

_____,
Plaintiff,
vs. _____, No. _____
Defendant.

NOTICE OF PRESENTATION

TO: _____

(name & address of the other party)

Please take notice that I intend to present the attached Motion/ Petition on (date)_____ at 9:00 a.m., before Judge _____, Courtroom No. _____, Washington County Courthouse, Washington, PA. If you wish to oppose the requested relief or action, you should appear at that time and present your objections to the court.

Date _____

Petitioner

CERTIFICATION OF SERVICE

I hereby certify that I have caused to be served a true and correct copy of the attached on the above named defendant at least 3 business days prior to the date of presenting the Motion by way of (check all that apply):

- _____ regular mail
- _____ certified mail
- _____ hand delivery

Petitioner

IN THE COURT OF COMMON PLEAS OF WASHINGTON COUNTY, PENNSYLVANIA
CIVIL DIVISION

Plaintiff,

vs.

Defendant.

:
:
No. _____
:
Civil Action – Law
:
:
Type of Pleading:
:
Petition for Special Relief
:
:
Filed on behalf of:
:

(Your Name)

Filing Party's Information:

Name: _____

Address: _____

Telephone #: _____

VERIFICATION

I, _____, verify that the statements made in this Petition for Special Relief are true and correct. I understand that false statements herein are made subject to the penalties of 18 Pa. Cons. Stat. Ann § 4904, relating to unsworn falsification to authorities which provides that if I knowingly make false averments, I may be subject to criminal penalties.

Petitioner

Date: _____

IN THE COURT OF COMMON PLEAS OF WASHINGTON COUNTY,
PENNSYLVANIA
CIVIL – LAW

_____,
Plaintiff,
vs. _____, No. _____
Defendant.

ORDER

AND NOW, this ____ day of _____, 200__, upon consideration of the
Petition for Special Relief filed by the _____, it is hereby

ORDERED and DECREED as follows: (Judge will list relief granted in this space):

BY THE COURT,

JUDGE