



# **WASHINGTON COUNTY COURT OF COMMON PLEAS PRO SE 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 want to hire 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 \$50.00 to be paid in advance to the Bar Association; 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. Ask if you are eligible for the Bar Association/Bar Foundation "Limited Representation Custody Program," and, if so, you may be referred to an attorney who will represent you at no cost at the initial custody meeting.

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 Domestic Violence Services* 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.

# WITHDRAWAL OF PLEADING. DISCONTINUANCE OF ACTION

Rule 1915.3-1. Withdrawal of Pleading. Discontinuance of Action.

(a) Withdrawal of Pleading. A custody pleading cannot be withdrawn after the issuance of a scheduling order or notice of conference regarding claims made in the pleading except:

- (1) by leave of court after notice to the non-moving party, or
- (2) by written agreement of the parties.

(b) Discontinuance of a Custody Action.

- (1) A custody action may be discontinued by praecipe only upon a verified statement by the moving party that the complaint has not been served.
- (2) A custody action cannot be discontinued after the complaint has been served except:

- (A) by leave of court after notice to the non-moving party, or
- (B) by written agreement of the parties.

(3)

Motions Court for ALL Family Court Motions only on TUESDAY'S in Courtroom No. 6. At 9:15 a.m. Five (5) business days' notice shall be required.

Consent motions may be dropped off in chambers provided the signatures of both counsel or self-represented parties are contained within the proposed order.

**You will not receive a refund of any filing fee paid.**

IN THE COURT OF COMMON PLEAS OF WASHINGTON COUNTY, P E N N S Y L V A N I A

CIVIL DIVISION

\_\_\_\_\_  
Plaintiff,

vs.

\_\_\_\_\_  
Defendant.

:  
:  
: No. \_\_\_\_\_

:  
:  
: Type of Pleading:  
: **Petition to Withdraw Custody**  
: **Complaint**

:  
:  
: Filed on behalf of:

\_\_\_\_\_  
Name

Filing Party's Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone #: \_\_\_\_\_

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 to Judge \_\_\_\_\_ at motions court the attached Petition for Withdrawal on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ .m. at the Washington County Courthouse, 1 South Main Street, Washington, PA in Courtroom No. \_\_\_\_\_.

**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 at least five (5) business days prior to the date of presenting the Motion by way of (check all that apply):

_____	regular mail
_____	certified mail
_____	hand delivery

\_\_\_\_\_  
Petitioner





