

INSTRUCTIONS

PETITION FOR CIVIL CONTEMPT OF AN EXISTING CUSTODY ORDER

***IT IS STRONGLY RECOMMENDED THAT YOU
CONSULT AN ATTORNEY***

DISCLAIMER

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PLEASE NOTE: A free custody clinic is available for eligible individuals through MidPenn Legal Services. At each monthly clinic, attorneys explain the custody process, help you prepare the custody forms, and file the forms on your behalf. Although the attorneys are not representing you, the service is an excellent way to ensure that your forms are completed correctly. For more information, please telephone (717) 232-0581.

INSTRUCTIONS FOR PETITION FOR CIVIL CONTEMPT OF AN EXISTING CUSTODY ORDER

PLEASE TAKE THE TIME TO READ THESE INSTRUCTIONS CAREFULLY BEFORE FILING FOR CIVIL CONTEMPT OF AN EXISTING CUSTODY ORDER

If you want to change an existing custody order, you must file a Petition for Modification of an Existing Custody Order.

A contempt petition should be filed if a party has willfully disobeyed or interfered with any terms set forth in the current Custody Order. It should not be filed for a minor issue such as being 15 minutes late. Examples of this behavior which is important enough for the courts to consider the actions contemptuous include but are not limited to the following:

- A party does not transfer physical custody of the child(ren) to you in violation of the Custody Order.
- A party consistently refuses to share important information about the child(ren) under the terms of the Custody Order.

1. **Read the instructions carefully and print legibly.**
2. You will need to complete 5 forms:
 1. Custody Conference Scheduling Order
 2. Petition for Civil Contempt of an Existing Custody Order
 3. Entry of Appearance as a Self-Represented Party
 4. Prior Court Involvement Statement
 5. Criminal Record/Abuse History Verification.
3. Make two (2) copies of the completed form.
4. Take the original Petition for Civil Contempt of an Existing Custody Order form and two copies to the Dauphin County Prothonotary's Office, located on the first floor of

the Dauphin County Courthouse, 101 Market Street, Harrisburg, PA 17101. (Open from 8:00 a.m. to 4:30 p.m. Monday – Friday).

5. The Prothonotary's Office will date stamp your forms. The Prothonotary's Office will keep the original and one (1) copy and give you the remaining copy for your records.
6. The filing fee for the Petition for Civil Contempt of an Existing Custody Order is \$150.00 (payable by cash, certified check, or money order made payable to the Dauphin County Prothonotary). If you think that you cannot afford the filing fee, you may file a Petition to Proceed In Forma Pauperis (IFP). (See Self Help Center In Forma Pauperis forms and instructions.)
7. The Prothonotary's Office will forward the original Petition for Civil Contempt of an Existing Custody Order to the Court Administrator's Office for assignment to a Custody Conference Officer and the scheduling of all parties to appear at a Custody Conference. A Custody Conference Officer will meet with all parties in order to try to work out the contempt issue so that a hearing before a judge is not necessary. The child(ren) should not attend this custody conference unless specifically requested by the Custody Conference Officer.
8. All parties will receive a copy of the order scheduling the date, time and location of the custody conference. This notification will be sent to all parties by regular mail.

9. **CUSTODY CONFERENCES**

- Remember to concentrate on what is in the child(ren)'s best interest. Please do not bring up issues that you may have with the other parent as this is the time for both parents to work together to decide what is best to enable your child(ren) to grow and mature in a stable, healthy, and happy environment. You want your child(ren) to have the best childhood possible. You must put aside your differences with the other parent and really concentrate on your child(ren).
- Wear appropriate clothing, be polite, and try to be positive and willing to cooperate in order to work out a custody schedule. Dress as if you were going to work in a business. DO NOT wear shorts, tank tops or halter tops.

- Be ready to discuss the case in a mature and flexible manner. The Custody Conference Officer controls the conference and decides who talks first and whether a statement is relevant to a custody agreement.
- Try to respect the other party's position and do your best to work out an agreement that reflects not so much your best interest or the interests of the other parent but the **best interest of the child(ren)**.
- You have an obligation to your child(ren) to approach the conference in a reasonable manner. Hurtful talk and abusive language hinder the process. Control your emotions. If there are angry outbursts or inappropriate language, the offending party may be ejected from the conference.

IF THE CONTEMPT ISSUE IS NOT RESOLVED AT THE CUSTODY CONFERENCE, THE MATTER WILL BE REFERRED TO A JUDGE IMMEDIATELY FOR A HEARING.

- If you choose to represent yourself, you will be held to the same standard as an attorney. This includes being fully aware of the applicable statutes, rules of civil procedure, and rules of evidence.
- You are cautioned that your failure to properly present your case and to present legally sufficient evidence may severely affect your rights in this matter.
- It is not the function of the court, nor is the court permitted to present the case on behalf of a party. It is the sole responsibility of each party to properly and adequately present their case to the court in accordance with the law and the rules of evidence and procedure.
- The rules of evidence do not permit the introduction of written statements, affidavits, notarized statements or other documents without the agreement of all parties.
- The court **will not** act as an attorney for either party nor conduct the questioning of any witnesses nor offer any advice or suggestions to either party as to how to proceed.

D. INSTRUCTIONS FOR EACH FORM

For all forms:

1. Print clearly.
2. Make sure the court will be able to read what you write.
3. Fill in ALL blank lines. **FOLLOW THESE INSTRUCTIONS VERY CAREFULLY. FAILURE TO DO SO MAY RESULT IN THE ISSUANCE OF AN ORDER REQUIRING YOU TO FILE AN AMENDED PETITION FOR CIVIL CONTEMPT OF AN EXISTING CUSTODY ORDER. THIS WILL INCREASE THE TIME THAT IT TAKES FOR YOU TO SEE A CONFERENCE OFFICER.**

Order Of Court (page 2) -- This form should be placed on top.

Copy the Plaintiff's name and Defendant's name as they appear on your existing Custody Order.

Copy the docket number from your existing Custody Order.

Do **NOT** fill in any other blank lines on this form.

Petition for Civil Contempt of an Existing Custody Order (pages 3-5) - This form goes after the Order of Court.

Fill in the Plaintiff's and Defendant's names as you did on the Order of Court form.

Fill in the docket number on the right side. You will use the same docket number that is on your current Custody Order.

1. Fill in your full name, complete mailing address and telephone number. You are considered to be the Petitioner since you are filing the Petition for Civil Contempt of an Existing Custody Order.
2. Fill in the name(s), complete mailing address(es) and telephone number(s) of all other parties. They are considered to be the Respondent(s).
3. Fill in the date that the current Custody Order was entered.

4. Explain **in detail** the reasons why you feel that the Respondent(s) has/have willfully failed to abide by the current Custody Order. Please be specific.

On page 5, fill in today's date and sign and print your name on the applicable lines.

ATTACH A COPY OF THE CUSTODY ORDER CURRENTLY IN EFFECT TO THE PETITION FOR CIVIL CONTEMPT OF AN EXISTING CUSTODY ORDER. (If you need a copy of the Custody Order currently in effect, please contact the Prothonotary's Office at 717-780-6520).

CUSTODY- HOW TO OBTAIN A LAWYER

First Contact - CALL MidPenn Legal Services (MPLS) **717-232-0581**
 www.midpenn.org 213-A N. Front St. Hbg.

Applicant screened for financial eligibility by MPLS

Not financially eligible

Financially eligible
 <125% Fed. Poverty Guidelines*

YWCA Legal Clinic
 Domestic Violence / Sexual Assault victim
 <230% Fed. Pov Merit screening*
238-7273

Area Agency on Aging
 > 59 free
255-2790

D. Co Bar Lawyer Referral 232-7536 #2
 Referred to:
 1. Area Agency on Aging if > 59 free 255-2790
 2. Modest Means (\$500 initial retainer) Attorney
 3. Neighborhood Dispute free Mediation **233-8255**
 4. Attorney to hire

Case "conflict" for MPLS?

No Yes

D. Co. Bar Pro Bono Program
 (Free Volunteer Atty.)

If Domestic Violence present

Client interview
 Merit screening*

MPLS Staff Attorney

MPLS priority case*

MPLS non-priority case*

Widener Law School Legal Clinic

D. Co. Bar/MPLS Custody Clinics

***Merit screening**- Applicant interviewed to determine the legal issues, factual background and parties' positions to assess the level of service required and appropriate referral
 ***MPLS "priority" case** - Involves issues and/or facts which fall within MPLS's policies governing cases to be accepted by the program. Non-priority cases are referred to other legal service providers.
 ***Modest Means Atty.** -Applicant < 200% Fed. Pod. Guideline Income. Pay Atty. \$500 retainer towards reduced \$50 /hr. rate for 1st 10 hours.

FORMS

PETITION FOR CIVIL CONTEMPT OF AN EXISTING CUSTODY ORDER

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Plaintiff (Name of Plaintiff(s) on Attached Custody Order)

v.

Defendant (Name of Defendant(s) on Attached Custody Order)

: IN THE COURT OF COMMON PLEAS
: DAUPHIN COUNTY, PENNSYLVANIA
:
: NO. _____ CV _____ CU
: (Docket Number on Attached Custody Order)
: CIVIL ACTION - LAW
: CUSTODY

NOTICE AND ORDER TO APPEAR

A Contempt Petition has been filed against you alleging you have willfully disobeyed an order in the above-captioned custody case.

If you wish to defend against the claim set forth in the Petition, you may but are not required to file in writing with the court your defenses or objections.

Whether or not you file a Reply to the Petition, you must appear in person on _____ at _____ M. 3rd Floor, Suite 300, Dauphin County Courthouse, 101 Market Street, Harrisburg, PA 17101 before Conference Officer _____.

If the matter is not resolved by the Conference Officer, you will be required to appear before a judge. Children should not attend the conference unless requested by the Custody Conference Officer.

IF YOU DO NOT APPEAR IN PERSON, THE COURT MAY ISSUE A WARRANT FOR YOUR ARREST.

If the court finds that you have willfully failed to comply with its order, you may be found to be in contempt of court and committed to jail, fined or both. It also may affect your custody rights and responsibilities for your child(ren).

If any party to this custody action is incarcerated at any stage of the proceedings, the Custody Conference Officer or assigned Judge will make reasonable efforts to arrange for the incarcerated party to participate by telephone or video conference. If you, as an incarcerated party, do not think such arrangements have been made, please contact the Court Administrator's office at (717) 780-6624 or by mail at 3rd floor, Dauphin County Courthouse, 101 Market Street, Harrisburg, PA 17101.

FOR THE COURT:

Date _____

By _____
Custody Conference Officer

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE.
IF YOU CANNOT AFFORD TO HIRE A LAWYER, LEGAL SERVICES ARE AVAILABLE TO ELIGIBLE PERSONS AT A REDUCED FEE OR NO FEE. CONTACT TODAY:

MIDPENN LEGAL SERVICES
213A North Front Street
Harrisburg, PA 17101
(717) 232-0581

For information about accessible facilities and reasonable accommodations available to disabled individuals having business before the court, please contact the Court Administrator's Office at (717) 780-6630. All arrangements must be made at least 72 hours prior to any hearing or conference.

IF ANY PARTY NEEDS AN INTERPRETER AT EITHER THE CUSTODY CONFERENCE OR HEARING, PLEASE CONTACT THE COURT ADMINISTRATOR'S OFFICE AT (717) 780-6630 AS SOON AS POSSIBLE.

THE SEMINAR FOR FAMILIES IN CHANGE & CONFLICT

You must attend this Seminar. All parties to a custody action, a divorce case where there are children under the age of 18, a child support appeal and other family law matters are required to attend the Seminar for Families in Change and Conflict, a four hour class developed by PACER and Interworks. The Seminar is also open to any adults who wish to voluntarily attend in addition to those parties ordered by the Court. **Litigation concerning custody, child support and/or divorce is painful for adults and far worse for the children.** If steps are not taken, the stress and conflict can scar your children for life.

This seminar will help you create and provide a healthy and positive environment in which your children can grow without being too negatively affected by the conflict and litigation.

PLEASE READ ANSWERS BELOW TO QUESTIONS YOU MAY HAVE REGARDING THE SEMINAR:

What will I learn at the Seminar?

This is not a parenting class. The Seminar provides educational information in a group format through presentations and acted-out scenarios to highlight the impact of change and conflict on all family members. The goal is to enhance your ability and inspire you to remain a stable and supporting force in your children's lives. Topics focus on the changing needs of children at different ages and the strain on children of families involved in contested legal proceedings. In addition, the Seminar provides information and tools for parents and caregivers on co-operative problem solving with the focus on the children's **best interests** instead of the conflict and changing their atmosphere of fear, hurt, anger, and distress to a more healthy child-centered home.

How will I be scheduled for the Seminar?

The Orders to attend the Seminar for Families in Change and Conflict are either mailed to all parties or handed to you in Court. The Order includes the date and time you are scheduled to attend the Seminar.

What are the procedures to attend the Seminar?

Registration is done at the Dauphin County Courthouse before each seminar for all parties attending that date. Parties who attend the Seminar on the court assigned date are **guaranteed registration** at the door. To hear an audio recording of information regarding seminar policies, call **PACER** at (717) 236-1912 or email **PACER** at pacer@interworksonline.com.

What should I do if I cannot attend the Seminar session ordered?

You may be held in contempt of court and fined for not attending the Seminar. Parties are expected to attend prior to their Custody Conference, Support Appeal, or Divorce Conference. Parties who do not attend the Seminar on the original court assigned date, are **NOT** guaranteed registration at the door for other dates. Parties may be turned away depending on space availability or the presence of the opposing parties who were scheduled to that date and are in attendance. Additionally, parties will be charged a rescheduling fee.

Parties may reschedule themselves by contacting **PACER** at pacer@interworksonline.com or by calling **PACER** at **717-236-1912** to hear upcoming Seminar dates. When leaving a message, please provide your name, case docket number, your email address, telephone number and when you want to attend.

Will the other parent/party be attending the same session of the Seminar?

No. Opposing parties are assigned to separate dates to allow the free flow of information so that each party feels safe to respond. This is especially necessary when there is high conflict between opposing parties.

Where is the Seminar held?

The Seminar is presented in the Jury Assembly Room of the Dauphin County Courthouse, 101 Market Street, Harrisburg, PA. Enter through the Market Street entrance. You will have to go through security (do not bring knives, mace or other similar prohibited items).

Must I attend the Seminar if I previously attended?

You must attend the Seminar again if you have not attended within the previous 12 months or were ordered to attend by the Custody Conference Officer or Judge if they believe you would benefit from attending again.

Is there a fee for the Seminar?

The \$50 fee (cash, credit card, check or money order) must be paid at the door. Please arrive at the Courthouse at least 15 minutes early to complete the registration process. If you have been granted In Forma Pauperis (IFP) status, you are required to bring a copy of your IFP order to receive the discount.

Should I bring my children or others to the Seminar?

No. Children cannot attend and there is no childcare available. Persons not attending the Seminar are not permitted in the Courthouse.

Will security be present at all times? Yes.

Is the Courthouse wheelchair accessible?

The Courthouse is wheelchair accessible through the employee entrance at the back of the Courthouse (ramp parallel to Blackberry Alley). If you need to use this entrance, please contact the Court Administrator's Office at (717-780-6624) Monday-Friday from 8:00 a.m.- 4:30 p.m. at least two days before your Seminar date.

What should I do if I am unable to attend because of a disability?

You must provide your doctor's statement on his/her stationery verifying that you are physically or mentally unable to attend. The MD statement is to be sent to the Court Administrator's Office by email at dsmyme2@dauphinc.org, by fax at (717) 780-6463, or mail to Ms. D. Smyre, 3rd Floor, Dauphin County Courthouse, 101 Market Street, Harrisburg PA 17101. If approved, you may complete a home study course.

What should I do if I cannot speak or understand English? / ¿Adonde puedo recurrir si no hablo o entiendo inglés? Comuníquese con: pacer@interworksonline.com or (717) 236-1912.

What should I do if I do not live near the Dauphin County Courthouse?

If you live within 50 miles of Harrisburg, you will be expected to attend this Seminar. If you live beyond the 50 miles, contact PACER or attend a similar Seminar closer to your residence. Similar seminars are available in most other counties and states. If you choose to attend another seminar, you must provide the Court with a copy of your Certificate of Completion. You should mail the Certificate of Completion to Ms. D. Smyre, 3rd Floor, Dauphin County Courthouse, 101 Market Street, Harrisburg, PA 17101.

What is the format of the Seminar? Will I be permitted to ask questions?

The presenters will explain the numerous emotional issues your children may be experiencing. If your children have not directly told you they are struggling, presenters will point out behaviors to look for. They will explain the importance of redirecting your primary focus to your children's best interests, as opposed to your personal feelings. You will receive a study guide and useful handouts to be used as an on-going resource and to further explain concepts important during this time of litigation and conflict. The presenters will act out scenarios to highlight the tools they are trying to emphasize to help you and your children get through this conflict in the healthiest and most positive way. You will be permitted to ask questions at certain points during the presentations and you will be permitted to stay after the Seminar to ask specific questions.

_____ : IN THE COURT OF COMMON PLEAS
 Plaintiff (Name of Plaintiff(s) on Attached Custody Order) : DAUPHIN COUNTY, PENNSYLVANIA
 :
 v. : NO. _____ CV _____ CU
 : (Docket Number on Attached Custody Order)
 : CIVIL ACTION - LAW
 _____ : IN CUSTODY
 Defendant (Name of Defendant(s) on Attached Custody Order) :
 Order)

PETITION FOR CIVIL CONTEMPT OF A CUSTODY ORDER

1. The Petitioner is _____,
 (Your Name)
 residing at _____.
 (Your Complete Mailing Address)
 The Petitioner's telephone number is _____.
 (Your Telephone Number)

2. The Respondent is _____,
 (Name of Other Part(ies))
 residing at _____.
 (Complete Mailing Address of Other Part(ies))
 The Respondent's telephone number is _____.

3. On _____, 20__ a Custody Order of Court was
 (Date of the Custody Order Currently in Effect)
 entered at the above-captioned docket:

A TRUE AND CORRECT COPY OF THE COURT ORDER IS ATTACHED TO THIS PETITION. (Exhibit A)

4. Respondent has willfully failed to abide by that Order in the following ways:

penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities.

Date

Signature of Petitioner

Print Name



BEFORE YOU FILE THIS PETITION FOR CIVIL CONTEMPT OF CUSTODY ORDER WITH THE PROTHONOTARY, MAKE SURE YOU HAVE COMPLETED THE FOLLOWING FORMS:

Prior Court Involvement Statement
Criminal Record/Abuse History Verification
Self-Represented Party Entry of Appearance

These forms must be filed with the Prothonotary at the same time as the Petition for Civil Contempt of Custody Order.

Make sure you have attached a copy of the most recent Custody Order (Exhibit A) and the Criminal Record/Abuse History Verification Form (Exhibit B) to this Petition.

PLAINTIFF _____

IN THE COURT OF COMMON PLEAS
DAUPHIN COUNTY, PENNSYLVANIA

vs.

NO. _____

DEFENDANT _____

CRIMINAL RECORD/ABUSE HISTORY VERIFICATION

I, _____, hereby swear or affirm, subject
PRINT NAME

to penalties of law including 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities that:

1. Unless indicated by my checking the "YES" box next to a crime below, neither I nor any other member of my household have been convicted or pled guilty or pled no contest or was adjudicated delinquent where the record is publicly available pursuant to the Juvenile Act, 42 Pa.C.S. §6307 to any of the following crimes in Pennsylvania or a substantially equivalent crime in any other jurisdiction, including pending charges:

Answer Yes or No		Crime	Self	Other household member	Date of conviction, guilty plea, no contest plea or pending charges	Sentence
YES	NO					
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. Ch. 25 (relating to criminal homicide)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §2702 (relating to aggravated assault)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §2706 (relating to terroristic threats)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §2709.1 (relating to stalking)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §2901 (relating to kidnapping)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Answer Yes or No		Crime	Self	Other household member	Date of conviction, guilty plea, no contest plea or pending charges	Sentence
YES	NO					
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §2902 (relating to unlawful restraint)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §2903 (relating to false imprisonment)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §2910 (relating to luring a child into a motor vehicle or structure)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3121 (relating to rape)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3122.1 (relating to statutory sexual assault)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3123 (relating to involuntary deviate sexual intercourse)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3124.1 (relating to sexual assault)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3125 (relating to aggravated indecent assault)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3126 (relating to indecent assault)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Answer Yes or No		Crime	Self	Other household member	Date of conviction, guilty plea, no contest plea or pending charges	Sentence
YES	NO					
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3127 (relating to indecent exposure)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3129 (relating to sexual intercourse with animal)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3130 (relating to conduct relating to sex offenders)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §3301 (relating to arson and related offenses)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §4302 (relating to incest)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §4303 (relating to concealing death of child)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §4304 (relating to endangering welfare of children)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §4305 (relating to dealing in infant children)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §5902(b) (relating to prostitution and related offenses)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

Answer Yes or No		Crime	Self	Other household member	Date of conviction, guilty plea, no contest plea or pending charges	Sentence
YES	NO					
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §5903(c) or (d) (relating to obscene and other sexual materials and performances)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §6301 (relating to corruption of minors)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §6312 (relating to sexual abuse of children)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §6318 (relating to unlawful contact with minor)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	18 Pa.C.S. §6320 (relating to sexual exploitation of children)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	23 Pa.C.S. § 6114 (relating to contempt for violation of protection order or agreement)	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	Driving under the influence of drugs or alcohol	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<input type="checkbox"/>	<input type="checkbox"/>	Manufacture, sale, delivery, holding, offering for sale or possession of any controlled substance or other drug or device	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

2. Unless indicated by my checking the "YES" box next to an item below, neither I nor any other member of my household have a history of violent or abusive conduct , or involvement with a Children & Youth agency including the following:

Answer Yes or No			Self	Other household member	Date
YES	NO				
<input type="checkbox"/>	<input type="checkbox"/>	A finding of abuse by a Children & Youth Agency or similar agency in Pennsylvania or similar statute in another jurisdiction	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	Abusive conduct as defined under the Protection from Abuse Act in Pennsylvania or similar statute in another jurisdiction	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	Involvement with a Children & Youth Agency or similar agency in Pennsylvania or another jurisdiction.	<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	Where: _____ Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	_____

3. Please list any evaluation, counseling or other treatment received following conviction or finding of abuse:

4. If any conviction above applies to a household member, not a party, state that person's name, date of birth and relationship to the child.

5. If you are aware that the other party or members of the other party's household has or have a criminal/abuse history, please explain:

I verify that the statements made in the Criminal Record/Abuse History Verification are **true and correct to the best of my knowledge, information and belief**. I understand that false statements herein are made subject to the penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities and **can be punishable by fine or imprisonment**.

Signature

Printed Name

_____ : IN THE COURT OF COMMON PLEAS
 Plaintiff : DAUPHIN COUNTY, PENNSYLVANIA
 :
 v. : NO. _____
 :
 _____ : CIVIL ACTION - LAW
 Defendant

PRIOR COURT INVOLVEMENT STATEMENT

The following lists all cases involving one or more of the same parties and indicates if a prior matter involved a Conference or a Contested Hearing before a Judge or if an agreed order was entered.

Check all that Apply	Action	Docket Number	Judge	Contested Hearing or Pretrial Conference	Agreement Reached and No Hearing Before a Judge Required
<input type="checkbox"/>	Custody				
<input type="checkbox"/>	Divorce				
<input type="checkbox"/>	Support or APL				
<input type="checkbox"/>	Paternity				
<input type="checkbox"/>	PFA				
<input type="checkbox"/>	This is the first Family Law Matter Filed in Dauphin County involving the above-captioned parties and children.				

Date

Signature (Your Signature)

Name (Print your Name)

PLAINTIFF

vs.

IN THE COURT OF COMMON PLEAS
DAUPHIN COUNTY, PENNSYLVANIA

NO. _____

DEFENDANT

ENTRY OF APPEARANCE AS A SELF-REPRESENTED PARTY

- 1. I am the Plaintiff Defendant in the above-captioned (MARK ONE) custody, divorce, support, protection from abuse, paternity case.
- 2. This (MARK ONE) is is not a new case and I am representing myself in this case and have decided not to hire an attorney to represent me.

OR (check only one box)

This is NOT a new case and _____ previously
(Name of Attorney)
represented me in this case. I have decided not to be represented by that attorney and direct the Prothonotary to remove that attorney as my counsel of record in this case.

I have provided a copy of this form to that attorney listed above at the following address:

OR (check only one box)

I am entering my appearance as a self-represented party (sign) _____
My attorney acknowledges his/her withdrawal as my attorney in this case.
(Attorney signature) _____, Esq.

- 3. My address for the purpose of receiving all future pleadings and other legal notices is: _____
_____. I understand that this address will be the only address to which notices and pleadings in this case will be sent, and that I am responsible to regularly check my mail at this address to ensure that I do not miss important deadlines or proceedings.

This is my home address. This is not my home address.

- 4. My telephone number where I can be reached during normal business hours (8:00 a.m. – 4:30 p.m. Monday – Friday) is _____ My email address is _____

My telephone number and email address are confidential pursuant to a Protection From Abuse Order.

- 5. **I UNDERSTAND I MUST FILE A NEW FORM EVERY TIME MY ADDRESS OR TELEPHONE NUMBER CHANGES.**

- 6. I have provided a copy of this form to all other attorneys or other self-represented parties at the following addresses as listed below: (Use reverse side if you need more space)

Name _____ Address _____

Name _____ Address _____

- 7. I fully understand that by deciding to represent myself, the Court will hold me to the same standards of knowledge regarding the statutory law, evidence law, Local and State Rules of Procedure and applicable case law as a Pennsylvania licensed attorney, and that I must be fully prepared to meet those responsibilities.

I verify that the statements made in this Entry of Appearance as a Self-Represented Party are true and correct. I understand that if I make false statements herein, that I am subject to the criminal penalties of 18 Pa.C.S. § 4904 relating to unsworn falsification to authorities which could result in a fine and/or prison term.

_____ Date

_____ Signature (Your Signature)