

**NOTICE OF INTENTION TO APPEAR**

	:	
PLAINTIFF	:	Case No. _____
	:	Hearing Date _____
DEFENDANT	:	

To The Plaintiff Or The  
Plaintiff's Attorney:

I intend to appear at the hearing scheduled for the above date and defend against the claim made against me. I do not owe this claim for the following reasons:

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I certify that I have mailed a copy of this Notice to the Plaintiff or the Plaintiff's Attorney.

Sign Here: \_\_\_\_\_  
*(Defendant or Defendant's Attorney If Any)*

Date:

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

TO BE FILED WITH DEPT OF COURT RECORDS

**NOTICE OF HEARING**

**TO THE DEFENDANT:**

A lawsuit has been entered against you. Attached is a copy. You are requested to appear for a hearing on \_\_\_\_\_, at \_\_\_\_\_ o'clock, in the City-County Building (located at 414 Grant Street) on the 7th floor in Courtroom #2. If you intend to appear at the hearing and defend against this claim, YOU MUST complete and detach two of the copies of the "Notice of Intention to Appear" at the top of this page. One completed copy of the "Notice of Intention To Appear" must be filed or mailed by **Certified or Registered Mail** to the Department of Court Records, Civil/Family Division, 1st Fl., City County Bldg., Pittsburgh, PA 15219 and the other completed copy must be mailed to: \_\_\_\_\_

\_\_\_\_\_ within 20 days from the date that you receive these papers.

IF YOU DO NOT thus file or mail "Notice of Intention To Appear," OR IF YOU properly file or mail it but DO NOT APPEAR at the above time and place for the hearing: A JUDGMENT OR AN AWARD FOR THE AMOUNT OF THE CLAIM MAY BE ENTERED AGAINST YOU.

DEFENDANT'S COPY