

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

COVER SHEET

Plaintiff(s):

VS.

Defendant(s):

Case Number:

Type of Pleading:

Answer and Counterclaim

Filed on behalf of:

(Name of the filing party)

Counsel of Record

Individual, If Pro Se

Address, Telephone Number, and Email:

Attorney's State ID:

Attorney's Firm ID:

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

ARBITRATION DOCKET

NO. _____

Plaintiff

vs.

HEARING DATE _____

Defendant

NOTICE TO DEFEND

YOU HAVE BEEN SUED IN COURT. If you wish to defend against the claims set forth in the following pages, YOU MUST take action within TWENTY (20) days after this complaint and notice are served, by entering a written appearance personally or by attorney and filing in writing with the court your defenses or objections to the claims set forth against you. You are warned that if you fail to do so, the case may proceed without you and a judgment may be entered against you by the court without further notice for any money claimed in the complaint or for any other claim or relief requested by the plaintiff. You may lose money or property or other rights important to you.

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER, GO TO OR TELEPHONE THE OFFICE SET FORTH BELOW. THIS OFFICE CAN PROVIDE YOU WITH INFORMATION ABOUT HIRING A LAWYER.

IF YOU CANNOT AFFORD TO HIRE A LAWYER, THIS OFFICE MAY BE ABLE TO PROVIDE YOU WITH INFORMATION ABOUT AGENCIES THAT MAY OFFER LEGAL SERVICES TO ELIGIBLE PERSONS AT A REDUCED FEE OR NO FEE.

LAWYER REFERRAL SERVICE
The Allegheny County Bar Association
400 Koppers Building
436 Seventh Avenue
Pittsburgh, Pennsylvania 15219
Telephone: (412) 261-5555
www.getapittsburghlawyer.com

HEARING NOTICE

YOU HAVE BEEN SUED IN COURT. The above Notice to Defend explains what you must do to dispute the claims made against you. If you file the written response referred to in the Notice to Defend, a hearing before a board of arbitrators will take place in Courtroom Two, Seventh Floor, City-County Building, 414 Grant Street Pittsburgh, Pennsylvania, on _____, at 9:00 A.M. **IF YOU FAIL TO FILE THE RESPONSE DESCRIBED IN THE NOTICE TO DEFEND, A JUDGMENT FOR THE AMOUNT CLAIMED IN THE COMPLAINT MAY BE ENTERED AGAINST YOU BEFORE THE HEARING.**

DUTY TO APPEAR AT ARBITRATION HEARING

If one or more of the parties is not present at the hearing, **THE MATTER MAY BE HEARD AT THE SAME TIME AND DATE BEFORE A JUDGE OF THE COURT WITHOUT THE ABSENT PARTY OR PARTIES. THERE IS NO RIGHT TO A TRIAL DE NOVO ON APPEAL FROM A DECISION ENTERED BY A JUDGE.**

NOTICE: YOU MUST RESPOND TO THIS COMPLAINT WITHIN TWENTY (20) DAYS OR A JUDGMENT FOR THE AMOUNT CLAIMED MAY BE ENTERED AGAINST YOU BEFORE THE HEARING. IF ONE OR MORE OF THE PARTIES IS NOT PRESENT AT THE HEARING, THE MATTER MAY BE HEARD IMMEDIATELY BEFORE A JUDGE WITHOUT THE ABSENT PARTY OR PARTIES. THERE IS NO RIGHT TO A TRIAL DE NOVO ON APPEAL FROM A DECISION ENTERED BY A JUDGE.

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

v.

Answer and Counterclaim

And now comes the Defendant(s), , and present this Answer and Counterclaim, and in support of this Answer and Counterclaim states as follows:

1. Admitted.

Denied. Instead, Defendant(s) state

2. Admitted.

Denied. Instead, Defendant(s) state

3. Admitted.

Denied: Instead, Defendant(s) state:

4. Admitted.

Denied: Instead, Defendant(s) state: _____

5. Admitted.

Denied: Instead, Defendant(s) state _____

6. Admitted.

Denied: Instead, Defendant(s) state: _____

7. Admitted.

Denied:

Instead, Defendant(s) state: _____

--

8. Admitted.

Denied: Instead, Defendant(s) state: _____

--

WHEREFORE DEFENDANT(S) REQUEST THAT PLAINTIFF(S)' CLAIMS BE DENIED AND COMPLAINT DISMISSED.

Counterclaim

Defendant(s) further state that they have claims against Plaintiff(s), and that Plaintiff(s) owe them amounts for the following reasons:

9.

--

10.

--

11.

--

12.

--

13.

14.

15.

16.

WHEREFORE DEFENDANT(S) REQUEST THAT THE PLAINTIFF BE FOUND RESPONSIBLE TO PAY DEFENDANT(S) THE AMOUNTS OWED THAT ARE SET FORTH ABOVE, AND ANY ADDITIONAL RELIEF THE COURT DEEMS PROPER.

Respectfully Submitted:

Date:

IN THE COURT OF COMMON PLEAS OF ALLEGHENY COUNTY,
PENNSYLVANIA

CIVIL DIVISION

Plaintiff / Landlord

vs.

Defendant (s) / Tenant (s)

VERIFICATION

I,

, certify that the facts contained in the foregoing motion are true and correct to the best of my knowledge, information, and belief. I understand that false statements herein are subject to the Penalties of 18 Pa.C.S. § 4904 related to unsworn falsification to authorities.

Date

Signature

CERTIFICATE OF SERVICE

The undersigned certifies that a true and correct copy of the within Answer and Counterclaim was served this day of , 20, by either:

If the opposing side is represented by an attorney, then serve the attorney

- U.S. First Class Mail, postage pre-paid
- Certified Mail
- Hand Delivery

At the following address:

Must include phone number and, if possible, e-mail address for served party

Date

Print and Sign Name