

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

[ ]

PETITIONER/PLAINTIFF

vs.

FD [ ]

[ ]

RESPONDENT/DEFENDANT

**ENTRY OF APPEARANCE AS A SELF-REPRESENTED PARTY**

1. I am the  Petitioner/Plaintiff  Respondent/Defendant in the above-captioned **(check all that apply)**  
 custody,  divorce,  protection from abuse,  paternity case.

2. Mark **ONE** of the following:

a)  This is a new case and I am representing myself in this case and have decided not to hire an attorney to represent me.

b)  This is **NOT** a new case and I am representing myself in this case and have decided not to hire an attorney to represent me

c)  This is **NOT** a new case and \_\_\_\_\_ (Name of Attorney) previously represented me in this case. I have decided not to be represented by that attorney and direct the Department of Court Records 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:

\_\_\_\_\_

d) My attorney acknowledges his/her withdrawal as my attorney in this case.

\_\_\_\_\_  
Attorney Signature

\_\_\_\_\_  
Date

3. I am entering my appearance as a self-represented party \_\_\_\_\_  
(sign)

4. 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.**

[Type here]

5. 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 \_\_\_\_\_

6. My email address is \_\_\_\_\_

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

8. 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 \_\_\_\_\_

9. **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)

**CERTIFICATE OF COMPLIANCE**

I certify that this filing complies with the provisions of the *Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Courts* that require filing confidential information and documents differently than non-confidential information and documents.

Submitted by:

Signature:

Name:

Attorney No.:

(if applicable)

[Type here]