

# **Order of Court**

**FORM 3**

# ORDER OF COURT

## Instructions

- \_\_\_\_\_ Print the name of the plaintiff (the person who initiated the original action) exactly as it appears on all other forms in this action.
  
- \_\_\_\_\_ Print the name of the defendant (the person who the original action was filed against) exactly as it appears on all other forms in this action.
  
- \_\_\_\_\_ Print the case number that has been assigned to your case (this can be found on your custody complaint or order.)
  
- \_\_\_\_\_ Print the opposing party's name; circle either "defendant" or "respondent" (if the opposing party is the defendant in the matter circle "defendant" but if he or she is the plaintiff (responding to your filing) then circle "respondent").
  
- \_\_\_\_\_ Circle "obtain" if this is form is for the original complaint for custody; circle "modify" if you are trying to change an order.
  
- \_\_\_\_\_ Print the name(s) of the child(ren)
  
- \_\_\_\_\_ Insert the current address of the opposing party.
  
- \_\_\_\_\_ Attach the completed form to the front of the Complaint for Custody FORM 1A **or** FORM 1B, or, if filing a Petition for Modification, to the front of the Petition.

**FORM 3**

IN THE COURT OF COMMON PLEAS OF FAYETTE COUNTY, PENNSYLVANIA  
CUSTODY

\_\_\_\_\_  
Plaintiff

v.

\_\_\_\_\_  
Defendant

:  
:  
:  
:  
:  
:  
:  
:  
:  
:

NO. \_\_\_\_\_

**ORDER OF COURT**

You, \_\_\_\_\_, (defendant) (respondent), have been sued in court to (OBTAIN) (MODIFY) legal/or physical custody of the child(ren): \_\_\_\_\_ and \_\_\_\_\_.

Child Custody Services, 61 E. Main St., 3<sup>rd</sup> Floor, Courthouse, Uniontown, Fayette County, Pennsylvania, 15401, Telephone No. 724-434-6022, has been provided with the following address for the mailing of important papers to you: \_\_\_\_\_

\_\_\_\_\_ Phone No. \_\_\_\_\_ (address and phone

number of the defendant/respondent as supplied to Child Custody Services by the plaintiff/petitioner). **If this is not your current address or phone number, you**

**should notify Child Custody Services immediately of your correct information.**

A request for a Child Custody Mediation Conference has been submitted to the Fayette County Court of Common Pleas by the other party whose name appears in the caption of this case. Therefore, you will soon receive a Scheduling Notice from Child Custody

Services specifying a date and time when ***you must appear in person*** for a mediation conference.

**If you fail to appear as provided by said Scheduling Notice, an ORDER for custody of the above named child(ren) may be entered against you or the Court may issue a warrant for your arrest.** This is why you should make sure that Child Custody Services has your correct mailing address.

If you and all other parties to this action are able to reach an agreement regarding the custody of the children listed above prior to the scheduled date of the mediation conference, then, in that event, either party may prepare a typed or legibly printed Child Custody Agreement which lists the name of the assigned judge in the caption and has the signatures of all named parties on it at the end of the document. The Agreement must be delivered to the Administrative Office of Fayette County Courts **prior to the scheduled date of mediation conference**. The Administrative Office will then be responsible for obtaining the approval of the judge assigned to this case, which approval will render your Agreement as a Court Order. If you and the other parties cannot reach a consensual Agreement, or if you fail to deliver the signed Agreement to the Administrative Office before the date of the scheduled mediation conference, then you and all other parties must personally appear for that conference or suffer sanctions set forth in the paragraph above.

You **must** file with the court a verification regarding any criminal record or abuse history regarding you and anyone living in your household on or before the initial in-person contact with the court (including, but not limited to, a conference with a

conference officer or judge or conciliation) but not later than 30 days after service of the complaint or petition.

No party may make a change in the residence of any child which significantly impairs the ability of the other party to exercise custodial rights without first complying with all of the applicable provisions of 23 Pa.C.S. § 5337 and Pa.R.C.P. No. 1915.17 regarding relocation.

**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.**

Pennsylvania Lawyers Referral Service

Pennsylvania Bar Association

100 South Street

P.O. Box 186

Harrisburg, PA 17108

(800) 692-7375

***BY THE:***

***COURT OF COMMON PLEAS  
OF FAYETTE COUNTY***

## **AMERICANS WITH DISABILITIES ACT OF 1990**

The Court of Common Pleas of Fayette County is required by law to comply with the Americans with Disabilities Act of 1990. For information about accessible facilities and reasonable accommodations available to disabled individuals having business before the court, please contact the Administrative Office of Fayette County Courts at 724-430-1230 or TTY 724-430-3939. All arrangements must be made at least 72 hours prior to any hearing or business before the court. You must attend the scheduled conference or hearing.